
IMPORTANT: If your instructor has given you a book or different handout for MLA citations, use that information instead of this handout. See the last page of this handout for a Works Cited sample. If you need citations for items not listed in this handout, contact the librarians or check the 7th edition of the MLA Handbook. Relevant page numbers from the MLA Handbook are listed following each item.

Important Information

PUBLISHERS:

- **Shorten publisher names.** Use the surname of the first person’s name. For John Wiley and Sons, use: Wiley. For Harcourt Brace, use: Harcourt. (pp. 150, 153, 247)


- **Use:** UP for University Press. **Use:** Federation P for Federation Press. **Use:** U of Cambridge P for University of Cambridge Press. For Ohio State University Press, use Ohio State UP. (pp. 150, 247)

Do not use any states in the location part of the citations. (p. 151)

**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. (p. 154) For a corporate author, do not use the beginning A, An, or The. (p. 156).

Do not use Associated Press as an author. (p. 145)

**If Abbreviated Edition** is indicated on the title page, use: Abr. ed. **If Revised Edition** is indicated on the title page, use: Rev. ed. **If Second Edition, etc.** is indicated on the title page, use: 2nd ed. (pp. 167-168)

**Capitalize** the first word, proper nouns, and all important words of a book title, Internet article title, a magazine article title and a subtitle. (pp. 150, 86-88)

**Months should be abbreviated** when used except May, June, and July. (p. 235)

“Software programs that generate entries are not likely to be useful.” (p. 129)

**MAGAZINE ARTICLES:**

- **If the pages** are not consecutive, use the first page followed by a +. Example: 23+. (p. 143)

- **The title of the article** is in quotation marks and the title of the magazine is in italics. (p. 143)

- **Magazines**, as opposed to journals, list no volume or issue number. (p. 143)

- **If there is no author listed**, start with the title followed by the rest of the citation. (p. 145)

**JOURNAL ARTICLES:**

- **Journals** are no longer separated by continuous or by issue page numbering. (p. 138)

- **List the volume number** followed by the issue number separated by a period, for example 181.3 (pp. 48, 138, 139, 140)

**In EBSCOHost**, if the article format is PDF, use the citations given in the section for Magazine and Journal Articles. If only the first page number is given, give the page number followed by a plus sign, a space, and a period. For p18, 4p use: 18+. (pp.192-193)

**In newspaper articles:** If the pages are not consecutive, use the first page followed by a +. Example: A23+. (p. 141-142)

Italicize **book titles, magazine titles**, and **newspaper names**. (pp. 88, 151)

**Use a URL for supplemental material or if your instructor requires it** (p. 182)

**If there is no date listed**, use: n.d. (p. 179-180), **no place or publisher**, use: n.p. (p. 179, 192); **no author listed**, just start with the title. (p. 145)
Books, Brochures, and Pamphlets

**Single Author** (pp. 148-153)

Author. *Title: Subtitle. City of Publication: Shortened Publisher Name, Publication Year. Print.*

**Example:**

**Two or Three Authors** (pp. 154-156)


**More Than Three Authors:** (p. 155)


**Second or Later Edition** (p. 167-168)


**Edited Book** (p. 153-154)


**Chapter in Anthology or a Compilation** (pp. 157-160)

Author(s) of Chapter. “Chapter Title.” *Title of Book. Ed. followed by the editor’s name. City: Publisher, Copyright Year. Pages of Chapter. Print.*

**Example:**

**Encyclopedias** (p. 160-161)


**Dictionaries** (pp. 160-161)


**Serials (Magazines, Journals, Databases)**

**Government Publications** (pp. 174-177)


**Magazine Articles** (p. 142-143)


NOTE: If the pages aren’t continuous, put the first page and a plus sign. If the magazine is weekly (e.g. *Time*) include the date in the form 23 July 2009.

**Journal Articles (Continuous Pagination or by Issue)** (pp. 136-141)

Library Subscription Service (EBSCOhost, FirstSearch, WilsonWeb, CQ Researcher, etc.) (pp. 192-193)
Author. “Title of Article.” *Title of Magazine* volume.issue (date): page number(s). *Database.*
Web. Access Date.

**Example:**

**Newspaper Articles** (pp. 141-142)


**Newspaper Editorials/Letters to the Editor** (p. 146)

**Literary Criticism** (Rpt. is Reprint)

**Book Cited** (p.159)


**Original Essay** (as in *Something About the Author* or *Contemporary Authors*) (pp. 160-161)

**From Gale Literature Online**


**Opposing Viewpoints** (Rpt. is Reprint; n. pag. is no pagination; Greenhaven P is Greenhaven Press) (p. 157-158)
Author of Chapter. “Chapter Title.” *Book Title.* Ed. Followed by the editor’s name. City: Publisher, Copyright Year of book. Pages of Chapter. Rpt. of [Information is given at the bottom of the first page of the chapter.] Print.

**Example:**


**Online Version of Opposing Viewpoints:**
**Visual Art, Painting or Photograph from Book**
Artist’s Last Name, First Name. Title of Work. Date of composition. Institution/Collection. Title of Publication. Ed.

   Editor of Publication. Publisher City: Publisher, Date Published, Page or Plate Number. Print.
**Example:**
Plate 91. Print.

**Miscellaneous Sources**

**Personal Interviews (pp. 201-202)**

Rivera, Julian. Personal interview. 24 June 2014.

**Personal Correspondence, E-mail or Letter**

Name of Writer Last Name, First Name. “Subject Line.” Message to Recipient’s Name. Date received. E-mail.
**Example:**

**Visual Art Seen in Person**
Artist’s Last Name, First Name. Title. Date of Composition. Medium. Institution/Collection, City.

**Example:**

**Film or Video Recording, DVD (p. 197)**

*Title*. Dir. Director’s Name. Perf. Performers Name. Distributor, Year of Release. Film.
**Example:**
RKO, 1946. Film.

**Internet Sources (pp. 181-193)**

Use the URL as supplementary information or if required by your instructor. (p. 182)

**No Author and No Date:**

“Title of Page.” Date of the Site. Web. Date of Access.
**Example:**

**With Author and Date:** (p. 182) Use the URL as supplementary information or if required by your instructor.

Author. “Title of Page.” *Title of site if different*. Publisher or Sponsor. Date of the Site. Web. Date of Access. <url>.
**Example:**

**Visual Art, Painting or Photograph from website (pp. 189, 200):**

**Examples:**

**Images from google.com** (p. 189):
Username or photographer. Name of Image. Web. Date of access.

NOTE: If no name is given, start with the title.
Example:
It’s a Dog’s Life. Web. 1 Apr. 2014.

Online News Source (pp. 184-186):
“Article Title.” Website name. Publisher of the website’s full name. Date of publication. Web. Date of Access.
Example:

Government Site (pp. 174-176, 189)
Example:

Video or Audio: Online or Streaming (YouTube, CNN, PBS, NPR) (189,199-200)
Director Last Name, First Name, dir. “Title of Video/Segment.” Media Type Text. Title of Website/Program.
Publisher of Website. Date of Release. Web. Date Accessed.
NOTE: If you don’t have the director’s name, you may also use the poster’s name, either personal or company name. In those cases, remove the dir. If you don’t have any name, skip to the title.
Examples:

Online Books Or e-books
Author Last Name, First Name. Title of Book. Publisher Place: Publisher Name, Year Published. Database. Web.
Access Date.
Example:
eBook Academic Collection (EBSCOhost).Web. 4 June 2014.
In-text Citations for MLA: Important Information (pp. 214-232)

- The quotation mark comes before the parenthetical citation. (p. 214)
- The period at the end of the sentence comes after the parenthetical citation. (p. 214)
- For non-paginated Internet sources, count each paragraph and reference to the correct paragraph with the abbreviation par. (pp. 220-221)
- If a block quotation is used, place the punctuation before the parenthetical citation. (p. 217)
- For multiple works by one author, see pp. 133, 225

One Work by One Author (p. 216)

Gregory Lampe spoke highly of Douglass (125-35). OR He spoke highly of Douglass (Lampe 125-135).

Two or Three Authors (p. 215)

Others found many changes (Andrews and Curtis 65). Two went to the museum (Smith, Brown, and Jones 123).

More than Three Authors (p. 215)

“King was put in jail” (Smith et al. 123).

No Author (pp. 223-224)

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

Electronic Sources (p. 221)

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

Important Information About the Works Cited Page

See the full page example on the next page.

The reference list should be on a separate sheet of paper at the end of the paper. (pp. 130-131)
Use one-inch margins. (p. 131)
Center the words: Works Cited (p. 131)
Center the words: Work Cited (if you use only one source) (p. 219)
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, size 12. (p. 116)
The entire list is double-spaced (one line in between). (pp. 116, 131)
Do not put extra spaces between the citations. (p. 220)
Indent the second and subsequent lines in each citation one-half (1/2) inch. (p. 220)
Alphabetize the citations in one list, either by the name of the author or editor or if there is no author or editor, use 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. (pp. 131-133)
Numerals in titles are alphabetized as if they were spelled out. (p. 132)
Works Cited


NOTE: Only use the URL for supplemental material or if your instructor requires it. In those cases it should be added at the end and enclosed as in the example below: