MLA Citation Guide

Research papers always contain information compiled from other sources. When you write a research paper, you must *cite the sources* of your information. In other words, you must give proper credit to the original authors of the information and let your readers know how to find the information for themselves. There are many different ways to cite the sources of our information, but this guide is designed to help you learn "MLA style," outlined in the Modern Language Association's *MLA Handbook for Writers of Research Papers* (http://mlahandbook.org).

Before you start your research, you may want to print copies of the Citation Data Form from http://andyspinks.com/mla/ and use them to collect the bibliographic information for each of your sources.

There are three main parts to MLA citation:

1. **The Information Itself** (quoting and paraphrasing properly)
2. **The In-Text Citation** (giving the source of each bit of information)
3. **The *Works Cited* Page** (creating a list of the sources you used)

Make sure to read the information at the beginning of all three sections before you begin.

Part 1: The Information Itself

All research papers contain information from other sources. When you use information that has been previously published by someone else, it is important that you avoid *plagiarism*—presenting someone else's ideas as your own. (Plagiarism is not just cheating; it is also stealing.) There are two ways that you can include other people's ideas and words in your paper without plagiarizing: *paraphrasing* and *quotation*.

Paraphrasing

You can include someone else's ideas in your paper by putting those ideas into your own words. This is called *paraphrasing*. Here are a few things to remember when paraphrasing:

- Always cite the source of the paraphrased information with in-text citation (see Part 2) and list the source on your *Works Cited* page (see Part 3).
- Restate the information using your own words *and your own sentences*. Never use the same sentence structure as the original author.
- Combine information from different sources. Try not to paraphrase more than one or two sentences in a row from the same source.

Original Encyclopedia Text:

The Industrial Revolution began in Great Britain for several reasons. The country had large deposits of coal and iron, the two natural resources on which early industrialization largely depended. Other industrial raw materials came from Great Britain's Colonies.

Paraphrase:

The abundance of natural resources in Great Britain and its colonies was one factor that allowed the Industrial Revolution to begin there (Lampard 10:247-248).

Quotation

You can also use someone else's exact words in your paper; you just have to clearly indicate that the words are a quotation and give proper credit to the original author. This is very useful when the original author has phrased the idea in a powerful, clever, or unique way. If the quoted text is four lines or less, you should put it in quotation marks and include it in line with the rest of your paper. If the quoted text is more than four lines, you should put it in a separate paragraph (without quotation marks) and indent it by one inch. Either way, you should introduce the quotation and make sure to explain how the information relates to your paper.

Short Quotations (Up to Four Lines)

Picasso's attraction to art came at an early age; in fact, he "was able to draw before he could speak, and he could speak long before he was able to walk" (Bernadac and Bouchet 19).

Long Quotations (More than Four Lines)

One critic adeptly summarized the mainstreaming of the punk genre:

> For punk rock, the 1990s were a watershed and a nightmare. The mainstream commercial success in that decade of bands like Green Day, Rancid, and Blink 182 was unprecedented for a genre that survived the Reagan-Bush era on $3 concerts, indie labels, and the relatively limited broadcast range of college radio. (Matula 19)

This commercialization was simultaneously the rise and fall of punk.

Part 2: The In-Text Citation

When you include information from other sources in your paper, you must include a *citation* that tells where the information came from (regardless of whether you quoted it or paraphrased it). For each quote or piece of paraphrased information you include, you must insert a shortened citation immediately after it. (Since the citations appear in the text of your paper, they are called "in-text" citations. Since they are enclosed in parentheses, they are sometimes called "parenthetical" citations.)

The citation should direct the reader to that source's entry on the *Works Cited* page of your report. For print sources, you normally only need to include the author and page number(s) in your citation. For multi-volume works like encyclopedias, include the author, volume number, and page numbers (with a colon separating the volume and page). For web pages and other sources without specific page numbers, just include the author. If the author is not given, use the first few words of the title. For audio, video, and other time-based media, include the range of times.

Book or Article

Encouraged by the government, tourism is one of the largest industries in Greece (Arnold 45-46).

Book or Article (Author Mentioned in Text)

Arnold states that tourism, encouraged by the government, is one of Greece's largest industries (45-46).

Book or Article (Two Authors)

Picasso's attraction to art came at an early age; in fact, he "was able to draw before he could speak, and he could speak long before he was able to walk" (Bernadac and Bouchet 19).

Article in a Multi-Volume Reference Book

The abundance of natural resource in Great Britain and its colonies was one factor that allowed the industrial revolution to begin there (Lampard 10:247-248).

Online Source (No Page Numbers)

An effective apology must be more than just a statement of regret; it must include an acknowledgment of one's responsibility (Jalili).

Online Source (No Author or Page Numbers)

Black neighborhoods were systematically excluded from federal programs to make home ownership affordable ("Redlining").

Audio or Video Source

Heat causes air to expand, lowering its density, and thereby causing it to rise ("Heat Transfer" 00:04:57-00:05:02).

Part 3: The *Works Cited* Page

The final part of MLA citation is a list of the works cited. The list should include *all* of the sources cited in the text of the paper and *only* those cited in the paper. (See Part 2: The In-Text Citation)

Creating and Formatting the *Works Cited* Page

Creating a *Works Cited* page is easy: Go to the end of your paper and insert a page break. Type "Works Cited" at the top and center it. Below this title, type a list of the sources you referred to in your report, keeping the entries in alphabetical order. Enter each source in its own separate paragraph, each one formatted with a ½ inch "hanging indent." This means that the first line of each paragraph starts at the left margin, but all other lines are indented. Like the rest of an MLA style paper, your list should be in 12pt font size, double-spaced, with no extra spaces in between entries.

Creating and Formatting List Entries

The *Works Cited* entry for each source should include the title(s) of the source and the relevant information about its publication—enough information to allow readers to look up the original source. The examples below will help you see how to format entries for specific sources, but here a few things that aren't obvious:

Dates: Include as much of the publication date as you can find, including month and day. Use the most recent update or copyright date.

Corporate Authors: If your source is produced by a company, government, or other group and does not give an individual author, put the group's name as the publisher (not the author). In cases where the author, publisher, and website title are essentially the same, include the website title only.

URLs: When including the link to an online source, try to locate a "permalink" or stable URL. Omit the "http://" at the beginning. If you can find the DOI (Digital Object Identifier), use it instead of the URL.

Missing Information: If your source does not list an author, date of publication, publisher, or other bibliographic detail, simply omit that part from your entry. (For web sources, be sure to check the page footer, the "About" page, and the site's home page before deciding the information is not listed.)

If you have questions, consult the *MLA Handbook* or ask your teacher or librarian for help.

Book (Print)

Author. *Title of Book*. Publisher, Year.

Arnold, Francis. *Greece*. Steck-Vaughn, 1992.

Bernadac, Marie-Laure, and Paule Bouchet. *Picasso: Master of the New Idea*. Abrams, 1993.

Magazine or Newspaper Article (Print)

Author. "Title of Article." *Title of Magazine or Newspaper,* Date, Pages.

Johnston, Richard. "Martin History Revisited." *Acoustic Guitar*, July 2009, pp. 60-69.

Article in a Reference Book or Edited Collection (Print)

Author. "Title of Article." *Title of Book*, Editor, Volume, Publisher, Year, Pages.

Lampard, Eric Edwin. "Industrial Revolution." *World Book Encyclopedia*. vol. 10, World Book, 2000, pp. 246-255.

"Tuberculosis." *Human Diseases and Conditions*, edited by Neil Izenberg, vol. 3, Charles Scribner's Sons, 2000, pp. 875-880.

eBook (in a database)

Author. *Title of Book*. Publisher, Year. *Title of Database*, URL.

Ishiguro, Kazuo. *The Remains of the Day*. Knopf Doubleday Publishing Group, 2010. *OverDrive*, dekalb.overdrive.com/media/356385.

Reference or Encyclopedia Article (in a database only)

Author. "Title of Article." *Title of Database*, Editor, Publisher, Publication Date, URL.

"Redlining." *Britannica School*, Encyclopædia Britannica, 14 Mar. 2014, school.eb.com/levels/high/article/redlining/605821.

Reference Article (republished in a database)

Author. "Title of Article." *Title of Print Book*, Editor, Volume, Publisher, Print Publication Date, Pages. *Title of Database*, URL.

Pinckney, Darryl. "The Magic of James Baldwin." *Critical Insights: James Baldwin*, edited by Morris Dickstein, Salem Press, 2010, pp. 365–399. *EBSCOhost*, search.ebscohost.com/login.aspx?direct=true&db=lfh&AN=57352941&site=lrc-live

Magazine, Newspaper, or Journal Article (in a database)

Author. "Title of Article." *Title of Periodical,* Volume, Issue, Date of Publication, Pages. *Title of Database*, URL.

Caballero, Martín. "5 Ways Wu-Tang Clan Changed Hip-Hop Forever." *USA Today*, 1 Dec. 2014, p. 2D. *EBSCOhost*, search.ebscohost.com/login.aspx?direct=true&db=ulh&AN=J0E000428373814&site=ehost-live.

Carson, Dale. "Native Cooking." *Indian Life*, May-June 2018, p. 17. *Student Resources In Context*, link.galegroup.com/apps/doc/A542804507/SUIC?u=cobb90289&sid=SUIC&xid=a00cff10.

Matula, Theodore. "Pow! To the People: The Make-Up's Reorganization of Punk Rhetoric." *Popular Music & Society*, vol. 30, no. 1, Feb. 2007, pp. 19-38. *Academic Search Complete*, doi:10.1080/03007760500453127.

Web Page

Author. "Title of Page or Article." *Title of Web Site*, Publisher, Date of Publication, URL.

Coates, Ta-Nehisi. "The Case for Reparations." *The Atlantic*, June 2014, www.theatlantic.com/magazine/archive/2014/06/the-case-for-reparations/361631/.

Jalili, Candice. "How to Make the Perfect Apology." *Time*, 20 Sep. 2018, time.com/5400607/how-to-apologize-loved-ones/.

"Marie Curie Biography." *Biography*, A&E Television Networks, 27 Feb. 2018, www.biography.com/people/marie-curie-9263538.

"Phillis Wheatley." *Poets.org*, Academy of American Poets, www.poets.org/poetsorg/poet/phillis-wheatley.

"What We Believe." *Black Lives Matter*, blacklivesmatter.com/about/what-we-believe/.

Social Media Post

Username. "Full text of post." *Title of Web Site*, Date of Post, Time of Post, URL.

@dog_rates. "They're good dogs Brent." *Twitter*, 12 Sep. 2016, 3:05 p.m., twitter.com/dog_rates/status/775410014383026176.

Photograph, Illustration, or Image (Online)

Artist. "Title of Image." *Title of Collection*, Publisher or Institution. Date of Publication, URL.

Lomax, Alan. "Mexican Girls, San Antonio, Tex." *Lomax Collection*, Library of Congress, Apr. 1934, www.loc.gov/pictures/collection/ lomax/item/2007660003/.

Sound Recording (Online)

Performer. "Title of Song." *Title of Album*, Publisher, Release Date. *Streaming Service*, URL.

Lamar, Kendrick. "King Kunta." *To Pimp a Butterfly*, Aftermath/Interscope, 2015. *Tidal*, tidal.com/track/43732751.

Video or Movie (Online)

"Title of Episode." *Title of Movie or Series*, Notable Contributors, Season number, Episode number, Publisher, Date. *Streaming Service*, URL.

Black Panther. Directed by Ryan Coogler, Marvel Studios, 2018. *Netflix*, www.netflix.com/title/80201906.

"Heat Transfer." *Crash Course Engineering*, narrated by Shini Somara, episode 14, PBS Digital Studios, 23 Aug. 2018. *YouTube*, youtu.be/YK7G6l_K6sA.