MLA Style Guide
Quick Reference Sheet

Book with 1 author

Last Name, First Name. *Title of Book Italicized.* Place of Publication: Publisher, Year of Publication. Publication Type (Print or Web). Access date (if web).

Book with 2 or 3 authors

Last Name, First Name, First Name Last Name, and First Name Last Name. *Title of Book Italicized*. Place of Publication: Publisher, Year of Publication. Publication Type (Print or Web). Access date (if web).

Book with more than 3 authors

Last Name, First Name, et al. *Title of Book Italicized*. Place of Publication: Publisher, Year of Publication. Publication Type (Print or Web). Access date (if web).

Book with Corporate Author

Organization Name. *Title of Book Italicized*. Place of Publication: Publisher, Year of Publication. Publication Type (Print or Web). Access date (if web).

Book with no author

Title of Book Italicized. Place of Publication: Publisher, Year of Publication. Publication Type (Print or Web). Access date (if web).

Edited Anthology (Encyclopedia)

Last Name, First Name. "Title of Article." *Title of Anthology Italicized*. Ed. Editors First Editors Last. Place of Publication: Publisher, Year of Publication. Page #s (print) *or* paragraph #s (web). Publication Type (Print or Web). Access date (if web).

Pamphlet

Last Name, First Name. *Title of Pamphlet Italicized*. Place of Publication: Publisher, Year of Publication. Publication Type (Print or Web). Access date (if web).

Journal Article

Last Name, First Name. "Title of Journal Article." *Title of Journal Italicized*. Vol.Issue # (Year): Page #s. Publication Type (Print or Web). Access date (if web).

Magazine or Newspaper

Last Name, First Name. "Title of Article." *Title of Magazine or Newspaper Italicized*. Day Abbreviation of Month

unless May, June or July Year: Page #s. Publication Type (Print or Web). Access date (if web).

Interview Conducted by the Researcher

Last Name, First Name. Type of Interview (personal, telephone, email etc). Day Abbreviation of Month unless May,

June or July Year.

Television or Radio Program

"Title of Episode or Segment." *Title of Program Italicized*. Title of Series. Name of Network. Call Letters and city of

local station (if any). Day Abbreviation of Month unless May, June or July Year of broadcast.

A Film or Video Recording

Title Italicized. Director. Distributor. Year of Release.

Periodical from database

Last Name, First Name. "Title of Article." *Title of Periodical Italicized*. Vol.Issue # (Year): Page #s. Name of Database

(such as TopicSearch). Subscription service name (such as EBSCO). Web. Access date (2 Oct. 2015).

Online Newspaper

Last Name, First Name. "Title of Specific Article." *Name of Periodical the Page is a Part of Italicized*. Day

Abbreviation of Month unless May, June or July Year of Posting/Revision. Web. Access Date. (2 Oct. 2015).

Online Magazine

Last Name, First Name. "Title of Specific Web Article." *Name of Publication the Page is a Part of Italicized*. Day

Month Year of Posting/Revision. Name of institution/organization affiliated (if any). Web. Access Date. (2 Oct.

2015).

Online Journal

Last Name, First Name. "Title of Specific Web Article." *Name of Publication the Page is a Part of Italicized*. Vol.Issue

(Year): Page #s. Web. Access date. (2 Oct. 2015).

Web Page

Last Name, First Name. *Name of Web Page Italicized*. Day Abbreviation of Month unless May, June or July Year of

Posting/Revision. Web. Access Date. (2 Oct. 2015).

In-Text Citations

- Place as close as possible to the quote provided:
  - Moreover, she states, "No one is more vulnerable than chocoholics to the scent of hot cocoa and toasted pecans" (Detwoeller 43).
- Place inside parentheses; follow the parentheses with a period (except in block/long quotations—see rule below)
  - (Detwoeller 43).
- Last name of author (unless citing more than one work by the same author; in that case, use the last name of the author, followed by a comma, followed by the most prominent word of the title, followed by the page number)
  - (Detwoeller, *Chocoholics Anonymous* 87).
- BLOCK/LONG QUOTATIONS: For quotations that are <u>longer than four lines</u>, off-set the quotation from the rest of the paragraph. You must provide a LEAD IN sentence, a complete sentence introducing the context of the quote, followed by a colon. Indent the entire quotation 1 inch from the left margin. Do not place quotation marks around the quote. Place the period or ending punctuation immediately following the quote and place the citation inside parentheses:

Laub argues that the victim will only be able to escape the entrapment of the traumatic experience through the listener:

> The emergence of the narrative which is being listened to—and heard—is, therefore, the process and the place wherein the cognizance, the "knowing" of the event is given birth to. The listener, therefore, is a party to the creation of knowledge *de novo*. The testimony to the trauma thus includes its hearer, who is, so to speak, the blank screen on which the event comes to be inscribed for the first time. (57)

You would then explain the quotation in your following sentences with normal margins.

  - In the above block quotation example, you do not have to include the author's last name in the parentheses because the last name (Laub) is mentioned in the sentence preceding the quotation.

<u>**HEADING**</u>: For the first page ONLY, you include the following information in the upper left corner (*<u>everything</u>* in MLA is double-spaced)

Your first and last name

Your professor's first and last name

The name of the course

The date submitted

<u>**Example:**</u>

Gracelyn Cross

Professor Trudy Tribideaux

Studies in John Milton

3 November 2015

TITLE: Your title would be one double-space below this information. The title should be centered, and in the same 12 point, Times New Roman font as the rest of your paper—there should be no bold, italics, quotation marks, or underlines in your title, with the exception of italicizing the title of another work (as seen in the example below). If your title contains a subheading, it should be placed on a separate line from the first part of the title.

Example

Buried Alive:

Instances of Trauma and Resurrection in Mary Shelley's *Frankenstein*

Also, you should include your last name and the page number in the top right corner of **_each_** page. In Microsoft Word, click Insert, Page Number, and choose the correct setting. Then, type your last name in front of the number. The word processor will automatically number your pages and include your last name.

The **WORKS CITED PAGE** should be the last page(s) of the document, but should still include your last name and page number at the top. Sources (see above for citation formats) should be listed alphabetically by author's last name, or title of work if there is no author listed (excluding articles such as *the, an,* or *a*). Sources on the works cited page should be double spaced, and have a hanging indent of ½ inch.

The following page are examples of an MLA first page and a works cited page.

Anabelle Norieva

Professor Jocelyn Stuart

19th Century British Literature

2 December 2015

Buried Alive:

Trauma, Resurrection, and Redemption in Mary Shelley's *Frankenstein*

Please do not forget to indent your paragraphs; double-check your organization and punctuation before submitting your paper to your professor. Heed all information concerning MLA formatting, and do not take lightly the inclusion of quotations into your work!

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The rest of your essay would be filled with wonderful insights and titillating quotations and analyses. However, before you are finished, you must include a work(s) cited page for your sources.

Works Cited

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    Print.

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