

# MLA Stylesheet

- Alfred C. O'Connell Library -

When writing a research paper, you must indicate exactly where you found the information you present. Your sources are listed throughout your paper as **parenthetical (in-text) citations** and at the end of your paper in a "**Works Cited**" list. This list includes all the sources used in the research and writing of your paper and should be double-spaced and in alphabetical order by the authors' last names (or by title when no author is given). **Always consult your instructor to learn his/her special requirements for citation.**

For help in deciding what is responsible writing and what is plagiarism, see the following websites: <http://owl.english.purdue.edu/owl/resource/589/01/> or <http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml>

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If you have any confusion about the type of material you are trying to cite and what example to follow please contact a librarian **immediately** – see the bottom of the last page of this guide for contact info.

## General Rules

### Authors

- An item with **more than three** authors should be listed by the first author's name, followed by a comma and then the Latin abbreviation et al. (Penner, Jane N., et al.) **OR** all authors may be listed in the order in which they appear in both the Works Cited list and in-text citations. In the Works Cited list, when citing multiple items by the same author, instead of repeating the author's name, use three hyphens. See example on page 4.



### Titles

- Capitalize all major words, **plus** the first word of the title, and the first word of the subtitle (right after the colon). Do not capitalize words such as: a, an, the, against, between, in, of, to, and, but, for, and so, **unless** they are the first word of the title or subtitle.
- Whole book titles are *italicized* while article or chapter titles are put in "quotation marks."
- Leave out initial articles from titles of newspapers, magazines and journals (*Lancet*, not *The Lancet*, *New York Times*, not *The New York Times*).
- Titles of books are taken from the title page (first printed page of the book) and not from the cover. If the title on the title page starts with any of the initial articles "A," "An," or "The" include it in your citation, but be sure to alphabetize by the second word.

- Genesee Community College -

## Dates

- For books and journal articles just use the year.
- For newspaper and magazine articles use Day Month Year format (Ex., 25 July 2009).

## Abbreviations

- Abbreviate all months except May, June and July.
- Abbreviate publisher names as follows:
  - Do not include initial articles (*A, An, The*), business abbreviations (*Co., Corp., Inc., Ltd.*) or descriptive words (*Books, House, Press, Publishers*).
  - University Press should be shortened to UP even if separated by other words (State U of New York P).
  - Only list the last name of the publisher (W.W. Norton becomes Norton; John Wiley becomes Wiley) and when the publisher name includes multiple last names only list the first last name (Simon and Schuster, Inc. becomes Simon; HarperCollins Publishers, Inc. becomes Harper).

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## Page numbers

- Do **not** put p. or pp. when citing page numbers.
- If an article is printed on non-consecutive pages, put only the first page number and a plus sign (10+). Non-consecutive pagination is when an article starts on one page and then has a break and continues ten pages later.
- Show page numbers as completely as you can (you will need to view the PDF version to find complete pagination information for some articles). Some databases will have article citations that only give the first page number in which case put a "+" after the start page (67+). For articles without listed page numbers or PDF versions leave page numbers section blank or use "n. pag." (See 2<sup>nd</sup> newspaper article example on p. 8)

## Medium of Publication

- It is necessary to list the Medium of Publication of your sources. Some of the most common mediums are: Web, Print, E-mail, Lecture, DVD, Television, Radio, and Performance.

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## Citing Print Books

Use this section for citing books or parts of books that you find in print. Use *Citing Library Databases: Online Encyclopedia Articles & Books/Book Chapters* (p. 5) for any online books, online encyclopedias or chapters of online books.

1. One Author
2. Two or Three Authors
3. Edited book
4. Work in an Anthology
5. Group/Agency as Publisher
6. Work in a General Encyclopedia
7. Work in a Specialized Encyclopedia
8. Two or More Works by the Same Author(s)

See General Rules (p.1)  
for how to cite a book with  
**more than three authors.**

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### The basic format for a book citation is:

Author Last name, Author First name. *Title of Book*. Place of Publication: Name of Publisher, Year of Publication. Medium of Publication.

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### 1. One Author

Kaku, Michio. *Hyperspace: A Scientific Odyssey Through Parallel Universes, Time Warps, and the Tenth Dimension*. New York: Oxford UP, 1994. Print.

## **2. Two or Three Authors**

Kerrigan, Peter, and Gordon Smith. *The Idea of the Renaissance*. New York: Knopf, 1989. Print.

## **3. Edited Book**

Colman, Andrew M., ed. *Companion Encyclopedia of Psychology*. London: Routledge, 1994. Print.

## **4. Work in an Anthology\***

\*A *work* may be an essay, short story, poem, article or a chapter that appears within a book that has an editor. The first example shows an article while the second example is a poem.

Goodman, Ellen. "Cloning May Not be Enough to Save Endangered Species."

*Genetic Engineering: Opposing Viewpoints*. Ed. Louise I. Gerdes. San Diego: Greenhaven, 2004. 76-79. Print.

Note: Begin the citation with the author and title of the work (in quotation marks), then give the title of the book, editor, publication information and page numbers of the work.

Shakespeare, William. "Tell Me Where is Fancie Bred." *Come Hither*. Ed. Walter de la Mare. New York: Knopf, 1969. 197. Print.

## **5. Group/Agency as Publisher**

Boston Women's Health Book Collective. *Our Bodies, Ourselves: A New Edition for a New Era*. 35th ed. New York: Simon, 2005. Print.

## **6. Work in a General Encyclopedia**

Do not include the editor of a reference work. For familiar reference books (such as Encyclopedia Britannica), do not give full publication information. The edition and year of publication is sufficient.

Bergmann, Peter G. "Relativity." *The New Encyclopedia Britannica: Macropedia*. 15th ed. 1994. Print.

*When no author is listed:*

"Navigation." *The Encyclopedia Americana*. 1998 ed. Print.

## 7. Work in a Specialized Encyclopedia

The basic format for a specialized encyclopedia s:

Author Last name, Author First name. "Section Used." *Title of Reference Book*. Editor(s). Edition/Volume information. Publisher Location: Publisher, Year of Publication. Page numbers. Medium of Publication.

"10 December 1857, Gamaliel Bailey: Tense Situation in Kansas – Citizens of Territory Remaining Calm." *The Greenwood Library of American War Reporting*. Ed. David A. Copeland. Vol. 3. Westport: Greenwood, 2005. 23-24. Print.

Including the volume number after the editor and the page numbers at the end of your citation is not required if the reference book is arranged alphabetically.



## 8. Two or More Works by the Same Author(s)

King, Stephen. *Christine*. New York: Viking, 1983. Print.

---. *Duma Key*. New York: Pocket, 2008. Print.

Alphabetize multiple items by title.

## Citing Interviews

The basic format for an interview citation is:

Last name of the Person Interviewed, First name of the Person Interviewed. "Title of the Interview." *Name of the Radio Show/Television Show*. Radio Station/Television Broadcasting Station, Location of Station. Date(s) of Interview. Medium of Publication.

If the interview has no title, use the word(s) "Interview" or "Interview by" but do not put them in quotation marks followed by the name of the interviewer (if known). If it is an interview you conducted yourself state the type of interview – Personal interview, E-mail interview, Telephone interview, etc.

### Television Interview

Wiesel, Elie. Interview by Ted Koppel. *Nightline*. ABC. WKBW, Buffalo. 18 Apr. 2008.

Television.

### Personal Interview

LaFontaine, Patrick. Personal interview. 16-17 Feb. 2008.

# Citing Library Databases

## Online Encyclopedia Articles & Books/Book Chapters

Follow these examples for encyclopedias and books from databases such as **Encyclopedia Americana Online**, **Gale Virtual Reference Library**, **CREDO Reference**, **Opposing Viewpoints Resource Center**, **Business & Company Resource Center**, **Countrywatch**, **NetLibrary**, and **Salem History**.

1. Book
2. Work in an Anthology (Viewpoint essays from Opposing Viewpoints)
3. General Encyclopedia
4. Specialized Encyclopedia

### 1. Book

Treat **electronic** books like a print book for the author, title, publisher and date information and then add the access information (title of the website, medium of publication, and access date).

Carroll, Leo. *Lawful Order: A Case Study of Correctional Crisis and Reform*.

New York: Garland, 1998. *NetLibrary*. Web. 4 Aug. 2008.

Aug 4th is the date you accessed the book online.

Klaver, Elizabeth. *Sites of Autopsy in Contemporary Culture*. Albany: State U of New

York P, 2005. *SUNY Dspace*. Web. 12 Mar. 2008.

"Political Overview: Foreign Relations." *Country Review: India*. Ed. Denise Youngblood

Coleman. Houston: Countrywatch, 2009. 79-101. *Countrywatch*. Web. 28 July

2009.

In order to find citation info for **Countrywatch**, click on **Country Review (PDF)** under **Country PDF Download** towards the bottom of the menu on the left side of the screen.

### 2. Work in an Anthology\*

\*A *work* may be an essay, short story, poem, article or a chapter that appears within a book that has an editor.

Bernstein, Solveig. "Filtering Software Can Limit Children's Access to Internet

Pornography." *Pornography*. Ed. Helen Cothran. Detroit: Greenhaven,

2002. *Opposing Viewpoints Resource Center*. Web. 4 Aug. 2009.

### 3. General Encyclopedia

Vorhaus, Louis J. "Pathology." *Encyclopedia Americana*. 2008. *Grolier*. Web. 4 Aug.

2009.

Note: 2008 is the publication date of the article. 4 Aug. 2009 is the date you accessed the page. To get the publication date information you need for this citation, see the note and copyright notice at the bottom of each online article.

#### 4. Specialized Encyclopedia

Gordis, Enoch, et al. "Treatment." *Encyclopedia of Drugs, Alcohol, and Addictive Behavior*. Ed. Rosalyn Carson-DeWitt. 2nd ed. Vol. 3. New York: Macmillan Reference USA, 2001. 1140-1215. *Gale Virtual Reference Library*. Web. 17 July 2007.

Malamuth, Neil M. "Pornography." *Encyclopedia of Violence, Peace and Conflict*. Oxford: Elsevier Science & Technology, 2008. *CREDO Reference*. Web. 21 Aug. 2009.

### Work Overviews from the Literature Resource Center

Work overviews are found in the section: "Topic & Work Overviews." These were originally written for the printed (book) version of the *Literature Resource Center*, and are now online. (Yes, it's confusing!) Only use these examples for these particular "overviews."

#### Poem or Short Story overview:

"Overview: 'Mending Wall', by Robert (Lee) Frost." *Literature Resource Center*. Ed.

(Titles of poems and short stories are put in single quotes.)

Mary K. Ruby. Vol. 5. Detroit: Gale Group, 1999. *Literature Resource Center*.  
Web. 16 Feb. 2009.

#### Novel or Play overview:

"Overview: *The Plumed Serpent*, by D(avid) H(erbert Richards) Lawrence."

(Titles of novels and plays are italicized.)

*Literature Resource Center*. Detroit: Gale Group, 1999. *Literature Resource Center*. Web. 16 Feb. 2009.

# Newspaper, Magazine, and Journal Articles

From: General/Academic OneFile, PsycARTICLES, Opposing Viewpoints Resource Center, JSTOR, ScienceDirect, Health & Wellness Resource Center, etc.

**\*Note:** Do not include *Name of Database* and Access date if you found an article in print. List "Print" (without quotation marks) for the Medium of Publication.

All database article citations have **TWO** steps.

## Step One:

**First** you cite the article following one of these general formats:

### Newspaper articles:

See General Rules—Authors (p.1) for more information.

Author Last name, Author First name. "Title of the Article." *Title of the Source* Day Month  
Year of Publication, edition (if listed): page number(s).

### Magazine articles:

Author Last name, Author First name. "Title of the Article." *Title of the Source* Day Month  
Year of Publication: page number(s).

See General Rules—Dates (p.2) for more information.

### Journal articles:

Author Last name, Author First name. "Title of the Article." *Title of the Source* Volume  
number.Issue number (Year of publication): page number(s).

Always include **both**  
Volume **and** Issue number.

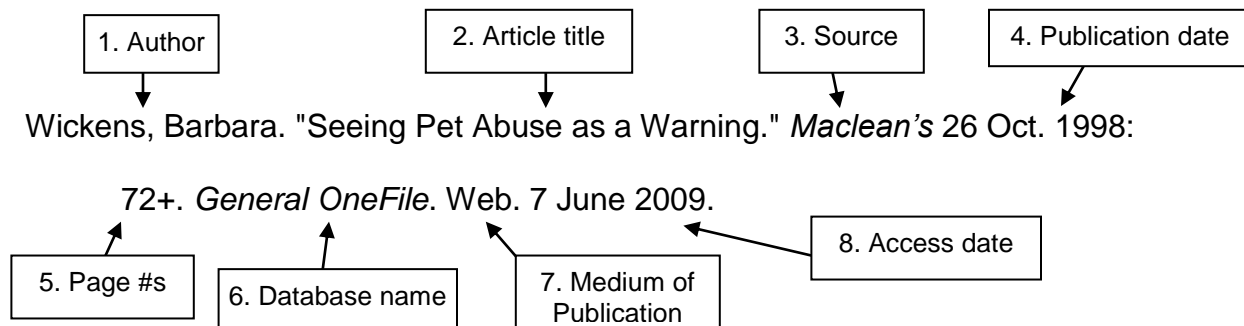
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## Step Two:

**Second** you include the access information following this general format:

*Name of the database.* Medium of Publication. Date you accessed the article.

When you put the entire citation together, it looks like this (this is a magazine article):



Use "Letter" for a letter to the editor and "Editorial" for an editorial.

## Newspaper Article

Goldstein, Arnold P. "What Was Behind Colorado Shooting?" Letter. *New York Times* 23 Apr. 1999, late ed.: A24. *ProQuest Historical Newspapers The New York Times (1851 – 2006)*. Web. 19 Sept. 2008.

Dembner, Alice. "New Cases of AIDS Increase in Nation; Virus' Evolution, Late Diagnoses Blamed." *Boston Globe* 29 July 2003: n. pag. *General OneFile*. Web. 13 July 2009.

When an article has no page numbers listed and no PDF version is available, you can leave the page number blank or put "n. pag."

## Magazine Article

Cloud, John. "Should You Drink With Your Kids?" *Time* 30 June 2008: 44+. *Opposing Viewpoints Resource Center*. Web. 31 Oct. 2008.

Patrick, Dan. "Just My Type." *Sports Illustrated* 1 June 2009: 30. *Academic Search Complete*. Web. 21 Aug. 2009.

## Journal Article

Braithwaite, Ronald L., et al. "Tattooing and Body Piercing: Examining the Public Health Implications of These Risky Behaviors." *Corrections Today* 60.2 (2008): 120+. *Academic OneFile*. Web. 11 Apr. 2008.

60 is the volume number, 2 is the issue number

Gleason, Tracy R., Anne M. Sebanc, and Willard W. Hartup. "Imaginary Companions of Preschool Children." *Developmental Psychology* 36.4 (2000): 419-428. *PsycARTICLES*. Web. 5 Mar. 2009.

## Citing Web & Other Resources

1. Basic Website
2. Government Website
3. Online Video
4. Digital File
5. Article in an Electronic Magazine
6. Article in an Electronic Journal

### The basic format for citing an internet source is:

Author Last name, Author First name. "Title of Article or Page within a Website." *Name of Website or Database*. Name of the Publisher/Organization Responsible for the website (or N.p. for websites without a publisher/org), Publication date/Last update (or n.d. for websites without a listed date).  
Medium of Publication. Access date. <URL or web address>.

Note 1: Any one website may not provide all of the listed items; you can't put what you don't have – skip to the next part you do have. Be sure to use (**N.p.**, - no publisher, or **n.d.** – no date) in the case of websites without either of those items.

Note 2: Begin a citation with the author's name. If no author is given, begin the citation with the title of the article or page within a website. (The Wikipedia example below shows an entry for a page without an author.)

Note 3: When citing from **YouTube** or other online video websites, do not include the uploader as the author, unless it's clear that they are the author of the video. Include a producer or director (Prod. or Dir.) if available after the title of the video.

**Note 4: The MLA 7<sup>th</sup> edition no longer requires the use of URLs. However, including a URL assists the reader in locating your sources. The GCC librarians recommend including a URL when one is available and not too complex. Check with your instructor about the inclusion of URLs for web resources and always follow their rules if they differ from those included in this stylesheet. A URL is NEVER included for articles from the library's databases.**

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### 1. Basic Website

Hile, Jennifer. "Great White Shark Attacks: Defanging the Myths." *National Geographic News*. National Geographic Society, 23 Jan. 2004. Web. 4 Aug. 2008.

<[http://news.nationalgeographic.com/news/2004/01/0123\\_040123\\_tvgreatwhiteshark.html](http://news.nationalgeographic.com/news/2004/01/0123_040123_tvgreatwhiteshark.html)>.

For long URLs, split them after a "/" mark.

Maguire, Sharon. "Training Your New Puppy or Dog." *Dog Breed Info Center*. N.p., 2009. Web. 16 Feb. 2008. <<http://www.dogbreedinfo.com/training.htm>>.

"Same-Sex Marriage." *Wikipedia: The Free Encyclopedia*. Wikimedia Foundation, Inc., 9 July 2009. Web. 25 July 2009. <[http://en.wikipedia.org/wiki/Same\\_sex\\_marriage](http://en.wikipedia.org/wiki/Same_sex_marriage)>.

## 2. Government Website

“Attention Deficit Hyperactivity Disorder.” *National Institute of Mental Health*. National Institutes of Health, U.S. Dept. of Health and Human Services, 15 June 2009. Web. 21 Aug. 2008. <<http://www.nimh.nih.gov/health/publications/attention-deficit-hyperactivity-disorder/complete-index.shtml#pub13>>.

## 3. Online Video

See **Note #3** at start of this section.

The Producer information was listed in the credits.

“Diet Coke + Mentos.” Prod. EepyBird.com. *YouTube*. YouTube, LLC., 2006. Web. 26 June 2009. <<http://www.youtube.com/watch?v=hKoB0MHVBvM>>.

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## 4. Digital File

**Note:** Use this example for files retrieved from document sharing software such as GoogleDocs, for independent PDF files you might have on your computer, Power Point class notes on GenESIS, or for sound or image files attached to email. Follow the example for the type of item you are citing (book, photo, sound recording) and then in the place of the Medium of Publication, list the file format followed by the word file (ex., PDF file, MP3 file, *Microsoft Word* file, etc.). If you can't identify the type of file, use Digital file.

Adamson, Shawn. “HUM 240: Monsters and Shapeshifters.” 2009. *Microsoft PowerPoint* file.

## 5. Article in an Electronic Magazine

Landsburg, Steven E. “Flying Pork Barrels: The Airline Bailout Enriches Stockholders at the Expense of Taxpayers.” *Slate*. Washingtonpost.Newsweek Interactive Co. LLC., 28 Sept. 2001. Web. 4 Aug. 2009. <<http://slate.msn.com/?id=116288>>.

## 6. Article in an Electronic Journal

Morken, Gunnar, and Olav M. Linaker. “Seasonal Variations of Violence in Norway.” *American Journal of Psychiatry* 157.10 (2000): 1674-1678. Web. 11 Apr. 2009. <<http://ajp.psychiatryonline.org/cgi/content/full/157/10/1674>>.

# Parenthetical (In-Text) Citation

The MLA style of parenthetical citation includes the author's last name and page number(s). Parenthetical citations do *not* include the word "page" or "pages" or the abbreviations "p." or "pp."-- just the page numbers.

## Direct Quotations and Paraphrases

A page number is **always** included, whether material is copied word for word (presented in quotation marks) or paraphrased (presented in your own words, without quotation marks) from a source. If an electronic source does not provide page numbers, leave them out. Some electronic sources (e.g. General OneFile) will include a PDF version of the text. If so, use the page number from the PDF version of the document.

There are two ways to cite another's work. One way puts the author's last name and the page number in parentheses at the end of the sentence. The second way is to include the author's name as part of your sentence and put just the page number in parentheses. Either way is correct.

1. Work with One Author
2. Work with Two or Three Authors
3. Work with Four or More Authors
4. Two or More Works by the Same Author(s)
5. Authors with the Same Last Name
6. Work with No Author
7. Works with More than One Volume
8. Indirect Source
9. Long Quotations



### 1. Work with One Author

a.) Dust plays a larger role in our lives than we realize (Holmes 5).

OR

Paraphrase example

Author is named here, so does **not** have to be repeated within parentheses.

b.) Holmes points out that, "between 1 and 3 billion tons of desert dust fly up into the sky annually" (5).

Direct quotation example

### 2. Work with Two or Three Authors

a.) Many changes occurred during the Renaissance (Kerrigan and Smith 57).

OR

b.) Kerrigan and Smith found that many changes occurred during the Renaissance (57).

### 3. Work with Four or More Authors

Cite the last name of the first author followed by et al. **OR** include all the last names.

a.) Smith et al. discussed the ways that the extended family is important in Asian society (110-111).

**OR**

b.) Smith, Jones, Warren and Mullen discussed the ways that the extended family is important in Asian society (110-111).

### 4. Two or More Works by the Same Author(s)



Put a comma after the author's last name and add a shortened version title of the title (or the whole title if it's short) and end with the page number (when available).

(Whitehead, *Metals and Minerals* 56)

(Whitehead, "Las Vegas" 347)

### 5. Authors with the Same Last Name

Add the first name initial to tell the difference between authors with the same last name. If they share the same first initial, include the first name of each author.

(A. Smith 20)

(T. Smith 56-57)

### 6. Work with No Author

Cite the first two or three words of the title and capitalize each word of your shortened version. Place the short title within quotation marks if it is an article or chapter, or italicize it if it is a book. Omit the page number if it cannot be specified (e.g., an internet source).

Research has shown that some cats favor one paw over the other ("Is Your Kitty" 22).

Children are raised differently depending on their culture (*Six Cultures* 63).

### 7. Works with More than One Volume

In a work with more than one volume, cite the author's last name, the volume and then the page or pages. Put a colon after the volume.

a.) The grandmother plays an essential role (Smith 2: 30-37).

**OR**

b.) Smith noted the essential role played by the grandmother (2: 30-37).

## 8. Indirect Source

If you are citing an author who was quoted by another author, include both names. In your sentence give the name of the author whose words you are citing. In the parentheses put "qtd. in" then the author from whom you got the quote and the page number.

Smith claims that "grandparents fill many essential roles in the lives of their grandchildren" (qtd. in Jones 68).

Jones is the author of the book/article you read and Smith is the author of the quote. Smith gets credit for writing the quote, but Jones gets credit too because it was in his book/article that you found Smith's quote. In your Works Cited list you would **only** list Jones because you only cite what you actually read.

## 9. Long Quotations

If a quotation continues for more than four lines in your paper, use a block quotation style.

Holmes informs us that:

Every time you inhale, thousands upon thousands of motes swirl into your body. Some lodge in the maze of your nose. Some stick to your throat. Others find sanctuary deep in your lungs. By the time you have read this far, you may have inhaled 150,000 of these worldly specks—if you live in one of the cleanest corners of the planet. (5)

Notice that the block of text is indented one inch, the quotation is given without quotation marks, and the page number follows the period.

### For More Information

For more information, the [MLA Handbook for Writers of Research Papers](#) (7th ed., 2009) REF LB2369 .G53 2009 is available at the Alfred C. O'Connell Library.

For help in deciding what is responsible writing and what is plagiarism, see the following websites: <http://owl.english.purdue.edu/owl/resource/589/01/> or <http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml>

Current information on citing electronic and web resources is found at the MLA website at [http://www.mla.org/handbook\\_faq](http://www.mla.org/handbook_faq)

### Questions? Contact a Librarian:

In Person	Library Information Desk
Phone	585-343-0055 Ext. 6419
Email	Click on <b>Ask a Librarian!</b> then <b>Email</b> from the library's web page
Chat	Click on <b>Ask a Librarian!</b> then <b>Chat online</b> from the library's web page