

MLA Documentation
from *MLA Handbook for Writers of Research Papers*

Formatting:

- ❖ **1" margins** on all sides
- ❖ **double space** throughout, including quotations, notes and lists in works cited
- ❖ **no title page**
- ❖ **first page** should include the following, left justified and double-spaced, in this order:
 - your name
 - your instructor's name
 - course number
 - date
- ❖ Also include, centered title (*do not underline or use quotation marks or all capital letters, unless the words would be written that way in the text*)
- ❖ **.5" header**—include **last name** and **page number** right justified in the header on *each page*
- ❖ **Works Cited** (list of works used) or **Works Consulted** (list of works looked at)

Numbers:

- ❖ spell out numbers written in one or two words – *two, ninety-nine, two thousand, four million*
- ❖ use numerals for numbers written in more than two words – *2½, 350, 12,543*
- ❖ use numerals for numbers that precede technical units of measurement – *2 inches, 3 amperes*
- ❖ be consistent in number use – *Were 12 of the 127 in attendance?; He sold 3 shoes, 75 slacks, and 123 aprons.*
- ❖ spell out any number that starts a sentence – *Three hundred forty-two students took the exam.*
- ❖ use numerals for page numbers (*page 7*), percentages (*7%*), money (*\$3.82*), and addresses (*301 State St.*)

Titles:

- ❖ **Italicize** titles of **independently published** works which included books, plays, pamphlets, films, CDs, periodicals (newspapers, magazines, journals), and paintings.
- ❖ **Quotation Marks** are used for titles of works published **within** larger works such as articles, essays, *chapters* of books, and short stories or poems *inside* independently published works, *episodes* of television and radio programs, songs *on* an album, and *scenes* in films

In-text parenthetical citations:

- ❖ *Print sources:* Author's last name and page number—(Smith 3); if author's name appears in the sentence, just the page number is needed—Tannen has argued this point (178-85).
- ❖ Source with *no author listed:* Substitute a shortened form of the title for the author—(*Report* 34)
- ❖ Citing a source with no pagination: Author's last name and chapter number or similar designation—(Douglas ch. 1)
- ❖ Online sources *with paragraphs numbered in original:* Author's last name and paragraph number—(Smith par. 3)
- ❖ Online sources *without paragraphs numbered in original:* Author's last name only—(Smith)

Indirect source: If you are using a quotation that appeared in a source you are using; in other words, not the original quotation, but a quotation of a quotation.

- ❖ For a source mentioned in your text, use the abbreviation *qtd. in* – According to Dewey, "... " (qtd. in Smith and Jones 318).
- ❖ For a source not mentioned in your text, use original source's name and *qtd. in* – "... " (Dewey qtd in Smith and Jones 318).

Sample Works Cited Entries

All entries should be listed alphabetically by author.

Use HANGING INDENT (lower arrow in top margin ruler) to indent every line beyond the first in each entry. Omit articles (a, an, the) and business abbreviations (Co., Corp., Inc.) Use other standard abbreviations.

Book with one author	Franke, Damon. <i>Modernist Heresies: British Literary History, 1883-1924</i> . Columbus: Ohio State UP, 2008. Print.
Book with multiple authors	Hutcheon, Linda, and Michael Hutcheon. <i>Bodily Charm: Living Opera</i> . Lincoln: U of Nebraska P, 2000. Print.

Book by a corporate author	National Research Council. <i>Beyond Six Billion: Forecasting the World's Population</i> . Washington: Natl. Acad., 2000. Print.
Book with anonymous/no author	<i>American Heritage Guide to Contemporary Usage and Style</i> . Boston: Houghton, 2005. Print. <i>The Holy Bible</i> . Wheaton: Crossway-Good News, 2003. Print. Eng. Standard Vers.

Journal Article (with issue and volume)	Piper, Andrew. "Rethinking the Print Object: Goethe and the Book of Everything." <i>PMLA</i> 121.1 (2006): 124-38. Print.
Journal Article (only issue numbers)	Kafka, Ben. "The Demon of Writing: Paperwork, Public Safety, and the Reign of Terror." <i>Representations</i> 98 (2007): 1-24. Print.
Newspaper Article	McKay, Peter A. "Stocks Fell the Dollar's Weight." <i>Wall Street Journal</i> 4 Dec. 2006: C1+. Print.
Magazine Article	McEvoy, Dermot. "Little Books, Big Success." <i>Publishers Weekly</i> 30 Oct. 2006: 26-28. Print.

A complete anthology or compilation	Shell, Marc, ed. <i>American Babel: Literature of the United States from Abnaki to Zuni</i> . Cambridge: Harvard UP, 2002. Print.
Work in an anthology	Bordo, Susan. "The Moral Content of Nabokov's <i>Lolita</i> ." <i>Aesthetic Subjects</i> . Ed. Pamela R. Matthews and David McWhirter. Minneapolis: U of Minnesota P, 2003. 125-52. Print.
Pamphlet/Brochure	Modern Language Association. <i>Language Study in the Age of Globalization: The College-Level Experience</i> . New York: MLA, n.d. Print.
Government Publication	Poore, Benjamin Perley, comp. <i>A Descriptive Catalogue of the Government Publications of the United States, September 5, 1774-March 4, 1881</i> . US 48 th Cong., 2nd sess. Misc. Doc. 67. Washington: GPO, 1885. Print. United States. Cong. <i>A Descriptive Catalogue of the Government Publications of the United States, September 5, 1774-March 4, 1881</i> . Comp. Benjamin Perley Poore. 48th Cong., 2nd sess. Misc. Doc. 67. Washington: GPO, 1885. Print.

Online Archive	Eaves, Morris, Robert Essick, and Joseph Viscomi, eds. <i>The William Blake Archive</i> . Lib. Of Cong., 8 May 2008. Web. 15 May 2008.
School Website Page	Liu, Alan, ed. Home page. <i>Voice of the Shuttle</i> . Dept. of English, U of California, Santa Barbara, n.d. Web. 15 May 2008.
Encyclopedia	"de Kooning, Willem." <i>Encyclopedia Britannica Online</i> . Encyclopedia Britannica, 2008. Web. 15 May 2008.
Online News	Quade, Alex. "Elite Team Rescues Troops behind Enemy Lines." <i>CNN.com</i> . Cable News Network, 19 Mar. 2007. Web. 15 May 2008.
Online News/Magazine Article	Tyre, Peg. "Standardized Tests in College?" <i>Newsweek</i> . Newsweek, 16 Nov. 2007. Web. 15 May 2008.
Online News/Magazine Article with No Author Listed	"The Scientist Speak." Editorial. <i>New York Times</i> . New York Times, 20 Nov. 2007. Web. 15 May 2008.

Electronic Book	Child, L. Maria, ed. <i>The Freedmen's Book</i> . Boston, 1866. <i>Google Book Search</i> . Web. 15 May 2008.
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	<p>Heim, Michael Henry, and Andrzej W. Tymowski. <i>Guidelines for the Translation of Social Science Texts</i>. New York: ACLS, 2006. <i>American Council of Learned Societies</i>. Web. 15 May 2008.</p> <p>Ovid. <i>Metamorphoses</i>. Trans. Arthur Golding. Longdon, 1567. <i>The Perseus Digital Library</i>. Ed. Gregory Crane. Tufts U. Web. 12 Mar. 2007.</p>
Electronic Journal	<p>Landauer, Michelle. "Images of Virtue: Reading, Reformation and the Visualization of Culture in Rousseau's <i>La nouvelle Héloïse</i>." <i>Romanticism on the Net</i> 46 (2007): n. pag. Web. 8 Nov. 2007.</p> <p>Scmidt-Nieto, Jorge R. "The Political Side of Bilingual Education: The Undesirable Becomes Useful." <i>Arachne@Rutgers</i> 2.2 (2002): n. pag. Web. 5 June 2008.</p>
Print Journal in an Online Database	<p>Chan, Evans. "Postmodernism and Hong Kong Cinema." <i>Postmodern Culture</i> 10.3 (2000): n. pag. Project Muse. Web. 5 June 2008.</p> <p>Tolson, Nancy. "Making Books Available: the Role of early Libraries, Librarians, and Booksellers in the Promotion of African American Children's Literature." <i>African American Review</i> 32.1 (1998): 9-16. <i>JSTOR</i>. Web. 5 June 2008.</p>
Online Government Publication	<p>United States. Dept. of Justice. Office of Juvenile Justice and Delinquency Prevention. <i>Law Enforcement and Juvenile Crime</i>. By Howard N. Snyder. 2001. <i>National Criminal Justice Reference Service</i>. Web. 15 May 2008.</p>
Online Media (art)	<p>Currin, John. <i>Blond Angel</i>. 2001. Indianapolis Museum of Art. <i>IMA: It's My Art</i>. Web. 9 May 2007.</p>
Online Media (film)	<p><i>The Great Train Robbery</i>. Dir. Edward Porter. Thomas Edison, 1903. <i>Internet Archive</i>. Web. 5 June 2008.</p>
Television or Radio Broadcast	<p>"The Phantom of Corleone." Narr. Steve Kroft. <i>Sixty Minutes</i>. CBS. WCBS, New York, 10 Dec. 2006. Television.</p>
Work of a Particular Individual (e.g. director, writer, etc)	<p>Welles, Orson, dir. "The War of the Worlds." By H.G. Wells. Adapt. Howard Koch. <i>Mercury Theatre on the Air</i>. CBS Radio. WCBS, New York, 30 Oct. 1938. Radio.</p>
Sound Recording	<p>Holiday, Billie. <i>The Essence of Billie Holiday</i>. Columbia, 1991. CD.</p> <p>Ellington, Duke, cond. <i>First Carnegie Hall concert</i>. Duke Ellington Orch. Rec. 23 Jan. 1943. Prestige, 1977. LP.</p>
Specific Song	<p>Holiday, Billie. "God Bless the Child." Rec. 9 May 1941. <i>The Essence of Billie Holiday</i>. Columbia, 1991. CD</p>
Spoken-Word Recording	<p>Shakespeare, William. <i>Othello</i>. Dir. John Dexter. Perf. Laurence Olivier, Maggie Smith, Frank Finley, and Derek Jacobi. RCA Victor, 1964. LP.</p> <p>Neruda, Pablo. "Arte Poetica." <i>The Caedmon Poetry Collection: A Century of Poets Reading Their Work</i>. Harper, 2000. CD.</p>
Private or Archival Recording or Tape (include date recorded, the location, and identifying number of recording)	<p>Wilgus, D. K. Southern Folk Tales. Rec. 23-25 Mar. 1965. Audiotape. Archives of Folklore, U of California, Los Angeles. B.76.82.</p>

Film (emphasis on the work)	<p><i>It's a Wonderful Life</i>. Dir. Frank Capra. Perf. James Stewart, Donna Reed, Lionel Barrymore, and Thomas Mitchell. RKO, 1946. Film.</p> <p><i>Like Water for Chocolate</i> [<i>Como agua para chocolate</i>]. Screenplay by Laura Esquivel. Dir. Alfonso Arau. Perf. Lumi Cavazos, Marco Lombardi, and Regina Torne. Miramax, 1993. Film.</p>
Film (emphasis on an individual)	<p>Rota, Nino, composer. <i>Juliet of the Spirits</i> [<i>giulietta degli spiriti</i>]. Dir. Federico Fellini. Perf. Giulietta Masina. Rizzoli, 1965. Film</p> <p>Chaplin, Charles, dir. <i>Modern Times</i>. Perf. Chaplin and Paulette Goddard. United Artist, 1936. Film.</p>
DVD	<p><i>It's a Wonderful Life</i>. Dir. Frank Capra. Perf. James Stewart, Donna Reed, Lionel Barrymore, and Thomas Mitchell. 1946. Republic, 2001. DVD.</p>

Personal interview	<p>Smith, W. Personal interview. 13 Dec. 2002.</p>
Recorded interview	<p>Blanchett, Cate. "In Character with: Cate Blanchett." <i>Notes on a Scandal</i>. Dir. Richard Eyre. Fox Searchlight, 2006. DVD.</p> <p>Breslin, Jimmy. Interview by Neal Conan. <i>Talk of the Nation</i>. Natl. Public Radio. WBUR, Boston. 26 Mar. 2002. Radio.</p>
Legal source	<p>Health Insurance Portability & Accountability Act of 1996. Pub. L. 104-191. 21 Aug. 1996.</p>
Speech, Lecture, Address, or Reading	<p>Matuozzi, Robert. "Archive Trauma." Archive Trouble. MLA Annual Convention. Hyatt Regency, Chicago. 29 Dec. 2007. Address.</p> <p>Alter, Robert, and Marilynne Robinson. "The Psalms: A Reading and Conversation." 92nd Street Y, New York. 17 Dec. 2007. Reading.</p>