

MLA Documentation Tutorial

How to Cite Using MLA Style



What Will this Tutorial Cover?

- How and when to cite within your text according to the MLA style
- How to create a Works Cited page, citing a variety of sources:
 - Print
 - Electronic
 - Media
- What to do if you come across something unusual not covered in this tutorial



What is MLA?

MLA stands for **Modern Language Association** which promulgates guidelines for preparing student research papers and projects and scholarly manuscripts in the humanities. "MLA style" refers to a system of citing research sources.



Why Should I Cite?

Citing identifies and credits sources used in a research paper or project, acknowledging their role in shaping your research. This also allows others to follow-up on or retrieve this material.

When you borrow from other sources to support your argument or research you must give proper credit. By crediting your sources, you avoid plagiarism. If you do not cite a source, you are guilty of plagiarism.

Plagiarism is a form of cheating or stealing. It is the unacknowledged use or appropriation of another person's words or ideas.



When Should I Cite?

When in doubt, give credit to your source!

Many students plagiarize unintentionally. Remember, whenever you summarize, paraphrase or quote another author's material you must properly credit your source.

If you are using another person's idea, you must also cite your source!



In any of these cases, you must credit your source

Summary, Paraphrase, Quote

- A summary (aka 'abstract') briefly captures the main ideas of your source
- A paraphrase is a restatement of the text of your source in your own words
- Quotations can be direct (using quotation marks) or indirect (no quotation marks and often introduced by 'that')
 - A noted scientist states, "A hundred years ago, the average temperature of the earth was about 13.7°C (56.5°F); today, it is closer to 14.4°C (57.9°F)" (Silver 11).
 - A noted scientist observes that the earth's current average temperature is 57.9°F compared to 56.5°F a hundred years ago (Silver 11).

How Do I Cite?

There are two parts to citing according to MLA style:

1. Brief In-text citations (in parentheses) within the body of your essay or paper
2. List of full citations in the Works Cited page at the end of your paper

Note:

References cited in the text must appear in the Works Cited.

Conversely, each entry in the Works Cited must be cited in the text.



MLA provides these guidelines for citations:

In-text:

"References in the text must clearly point to specific sources in the list of works cited" (Gibaldi 214).

Works Cited:

"Identify the location of the borrowed information as specifically as possible" (Gibaldi 215).

In-Text Citations



You must provide information that will allow the reader to locate exactly where you found information in your sources. Usually this is the author's last name and a page number, for example: (Polar 188)

Place the parenthetical reference at the end of the sentence before the punctuation mark.

- The average world temperature is rising at an alarming rate of 200 degrees Celsius per year (Polar 188).



In-Text Citations, Continued

If you use an author's name in a sentence (known as a "signal phrase"), do not use it again in the parenthetical citation. Simply give the page numbers:

- Polar argues that global warming will help heat our jacuzzis (122).

If there is no known author, use the title and page number in your citation:

- A single car trip from Los Angeles to San Francisco produces more pollution than a tree does in its entire lifetime (*Save My Greenhouse* 47).



Other Citation Possibilities

More than one page:

Smith states some interesting facts about the changing world temperature (123-25). ← When possible, give only the last two digits for the second number

Citing two (page) locations from your source:

Jones alludes to this premise (136-39, 145).

Two works cited:

(Taylor 54; Thomas 327) ← Cite as you normally would and separate citations with a semicolon

When you cite more than one work by the same author in your paper, indicate which work in your parenthetical citation:

Everyone hates global warming (Smith, *Our Environment* 87). Author Comma Title Page Number



In-Text Citations- Electronic Sources

If possible, electronic and online sources are cited just like print resources in parenthetical references.

Often electronic resources will not have page numbers. In these cases omit numbers from the parenthetical reference:

(Smith) – the author's last name
("Bovine Flatulence A Major Source of Greenhouse Gases") – if no author




Works Cited Page

The Works Cited Page appears at the end of your paper on its own page.

Everything you referenced in your text must be listed in your Works Cited page.

Conversely, everything you list in the Works Cited page must be cited in your essay.

The Works Cited page provides the information needed for a reader to find and retrieve any source used in your paper.



Sample Works Cited Page

*Sources are listed alphabetically

Title "Works Cited" is centered at the top of the page

Works Cited

Be sure that each citation has a format descriptor (properly placed within the citation); e.g., Web, Print, Film

*The entire Works Cited page is double-spaced

All citations end in a period (.)

For a book, most of this information can be found on the title page and obverse of the title page.

Most Citations Will Include:

- Author
- Title
- Publication information
- Format descriptor

Last Name, First Period Italicized Title

Gore, Albert. *An Inconvenient Truth: The Crisis of Global Warming*. New York: Viking, 2007. Print.

Period City Colon Publisher Comma Year Period Format descriptor

General Tips: Print Resources

PRINT RESOURCES

Book titles are italicized:
An Inconvenient Truth: The Crisis of Global Warming

Article titles and titles of chapters, essays and short stories appear in quotes:
"The Scientific Case for Modern Anthropogenic Global Warming."

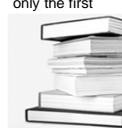
If more than one author is given, list first author's "Last Name, First." The second or third authors should be listed "First Name Last Name" with "and" connecting the last name:
Singer, Fred S., Christopher Hogwood, and Dennis T. Avery.

Books What Should Be Included?

PRINT RESOURCES

Author(s) or Editor(s).	Gore, Albert.
Complete title.	<i>An Inconvenient Truth: The Crisis of Global Warming</i> .
Edition (if indicated).	
Place of publication:	New York
Publisher,	Viking
Date of publication.	2007.
Format descriptor.	Print.

If several cities are listed, give only the first



Book Examples

PRINT RESOURCES

With one author: Italicize title of book



Gore, Albert. *An Inconvenient Truth: The Crisis of Global Warming*. New York: Viking, 2007. Print.

Use a colon between the main title and the subtitle

With two to three authors: List the first author Last Name, First, but the second First Name then Last.

Singer, S. Fred and Dennis T. Avery. *Unstoppable Global Warming: Every 1,500 Years*. Lanham, MD: Rowman & Littlefield, 2008. Print.

Remember to indent the second line 1/2 inch

PRINT RESOURCES

Books, Continued

For books with editors, list the editor(s) name(s) followed by "eds."

Editors as authors:
 Schmandt, Jurgen and Judith Clarkson, eds. *The Regions and Global Warming: Impacts and Response Strategies*. New York: Oxford University Press, 1992. Print.

Book by a corporate author: Cite a book by corporate author
 National Research Council. *China and Global Change: Opportunities for Collaboration*. Washington: Natl. Acad., 1992. Print.

Two or More Sources by the Same Author:

Firor, John. *The Changing Atmosphere: A Global Challenge*. New Haven, CT: Yale University Press, 2009. Print.

---. *The Crowded Greenhouse: Population, Climate change, and Creating a Sustainable World*. New Haven, CT: Yale University Press, 2002. Print.


For the second listing by the same author, type three hyphens and a period in place of the name.

PRINT RESOURCES

Periodical Articles What Should Be Included?

Depends on the type of periodical: Newspaper, Magazine, or Journal
 But they generally require this information


Author(s).
 Article title in quotes.
 Periodical title (journal, magazine, etc.) italicized.
 Volume #. Issue #
 Publication date (abbreviate months, if used):
 Page numbers of the article.
 Format descriptor.



PRINT RESOURCES

What Should Be Included? Journal Articles

Author(s). Farley, John W.
 Article Title in Quotes "The Scientific Case for Modern Anthropogenic Global Warming."
 Periodical Title (journal, magazine, etc.) *Monthly Review*
 Italicized.
 Volume #. Issue # 60.3
 Publication Date (abbreviate months, if used): (2008):
 Page Numbers of the Article. 68-90.
 Format. Print.



PRINT RESOURCES



Articles

Journal: Article title in quotes
 Farley, John W. "The Scientific Case for Modern Anthropogenic Global Warming." *Monthly Review* 60.3 (2008): 68-90. Print.

Magazine: Volume 60 Issue 3
 Italicize the name of the journal, magazine or newspaper
 Manthorpe, Catherine. "Feminists Look at Science." *New Scientist* 7 Mar. 1985: 29-31. Print.

Newspaper: If available give complete date: day, month and year
 Tilgham, Shirley M. "Science vs. Women--A Radical Solution." *New York Times* 26 Jan. 1993, late ed.: F1+. Print.

If a newspaper article continues on another page, write only the first page number and a plus sign


ELECTRONIC RESOURCES

General Tips Electronic Resources

Dates: It is very important that you always include the date you accessed the electronic or online source. You should also include the date the source was published or last updated.

Database: Indicate the name of the database, like ProQuest or LexisNexis, italics.


Format descriptor: Indicate that it's a web source with the word, Web.



ELECTRONIC RESOURCES Internet Sources
What Should Be Included?


Author(s), if available:
 Title of the document. "Global Warming."
Title of scholarly project, database, periodical, or website. Stanford Solar Center.
 Date electronic publication was last updated. 2008.
 Name of the organization sponsoring or associated with the site. Stanford University.
 Format descriptor. Web.
 Date when you accessed the source. 4 Apr. 2010

ELECTRONIC RESOURCES Websites



Climate Change. 24 Jul 2008. U.S. Environmental Protection Agency.
 Web. 4 Apr. 2010.
 Date accessed Abbreviate the month
 Date source was last updated
 "Global Warming." *Stanford Solar Center.* 2008. Stanford University.
 Web. 4 Apr. 2010.

ELECTRONIC RESOURCES Electronic Articles



Journal:
 Laurance, William F. "Can Carbon Trading Save Vanishing Forests?" *Bioscience* 58.4 (2008): 286-87. ProQuest. Web. 4 Apr. 2010.
 Database, italicized
 Access date
 Volume #. Issue# (Year of publication)


Electronic Articles, Continued

Newspaper:
 Ball, Jeffrey N. "Warming Program Draws Fire; Fund Designed to Spur Renewable Energy Subsidizes Gas Plants." *Wall Street Journal* [New York, N.Y.] 11 Jul 2008, Eastern edition: A.1. Web. 4 Apr. 2010.
 Date of access
 Date article was published
 Format descriptor
 Place of publication is in brackets when it is not explicitly indicated in the publication itself

ELECTRONIC RESOURCES Electronic Books

Sweet, William. *Kicking the Carbon Habit: Global Warming and the Case for Renewable and Nuclear Energy.* New York: Columbia University Press, 2006. NetLibrary. Web. 4 Apr. 2010.
 "University Press" can be abbreviated "UP"
 Again, include date of access and format descriptor

Moser, Susanne C. *Creating a Climate for Change: Communicating Climate Change and Facilitating Social Change.* Cambridge, New York: Cambridge UP, 2007. NetLibrary. Web. 4 Aug. 2010.



MEDIA SOURCES Media Sources

Multimedia sources can also be used and cited

Media sources (examples):	Format descriptors:
•TV & radio broadcasts	•Television; Radio
•Films & video recordings	•Film; DVD; Video Recording
•Sound recordings	•CD; Sound Recording

MEDIA SOURCES

Media Sources What Should Be Included?

▪ "Title of The Episode."	"The Yada Yada"
▪ <i>Title of program or series.</i>	<i>Seinfeld</i>
▪ Name(s) of director(s), performer(s), narrator(s)	Perf. Elaine Benes, George Constanza, Cosmo Kramer, and Jerry Seinfeld
▪ Name of Network.	National Broadcasting Corp.
▪ Call Letters and City of Station.	KNBC, Los Angeles
▪ DD MMM. YYYY.	24 Apr. 1997
▪ Format descriptor	Television.

MEDIA SOURCES

Works Cited

Badu, Eryka. "Rimshot." *Eryka Badu Live*. Universal Records. 1997. CD.


The Girl with the Dragon Tattoo. Dir. Niels Arden Oplev. Perf. Noomi Rapace and Michael Nyquist. Music Box. 2009. Film.

Joyce, James. *Ulysses*. Perf. Jim Norton and Marcella Riordan. Naxos Audiobooks. 2004. CD.

"The Yada Yada." *Seinfeld*. Perf. Elaine Benes, George Constanza, Cosmo Kramer, and Jerry Seinfeld. National Broadcasting Corp. KNBC, Los Angeles. 24 Apr. 1997. Television.

If you come across anything not mentioned in this presentation or need further information, consult the *MLA Handbook* in the library!

The MLA 'Bible'



There are many more examples and much useful information inside!

Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 7th ed. New York: Modern Language Association of America, 2009. Print.

Trimmer, Joseph F. *A Guide to MLA Documentation: with an Appendix to APA Style*. 8th ed. Boston: Wadsworth, 2010. Print.