

TEMPLE UNIVERSITY WRITING CENTER

GUIDE TO MLA DOCUMENTATION

The Modern Language Association (MLA) Style is a method of formatting and documenting sources in academic writing. MLA is commonly used for papers in the Humanities (such as English and Philosophy); at Temple, MLA style is also used in First-Year Writing and Mosaics courses. **This guide is exclusively concerned with the MLA style of documenting outside sources.** For more information on MLA formatting and style, see *The MLA Handbook for Writers of Research Papers, Seventh Edition* (available in the University Writing Center).

This guide covers the basic information needed for most student papers. It is intended as a convenience, not as a substitute for the complete *MLA Handbook*. If you are writing a paper with complex or unusual citations, please plan to consult the full *MLA Handbook*, which is available in the Writing Center.

Please note: the MLA periodically announce changes and additions to their citation guide, even between published editions of the *MLA Handbook*. This is especially true for emerging electronic texts. In general, these changes are minor, and they should not affect student work. However, if you are producing a high-stakes document and it is essential that every citation follow the very latest rules, you must check the MLA's website at <http://www.mla.org>.

If you suspect that information in this guide is erroneous, please contact Lori Salem (lori.salem@temple.edu)

The Seventh Edition of the *MLA Handbook* was released in 2009, and it includes many important changes regarding the preparation of the Works Cited page. The most significant change is the inclusion of a description of each source-- print or web-- to the end of each entry. Students should also note, however, that URLs are *no longer* required when citing internet sources *unless* your instructor specifically asks that you include them *or* if the source is hard to find. If you can enter the title and author into a search engine and quickly find your source, you do not need to include the URL in your citation.

Understanding the MLA Style of Documentation

MLA Documentation is composed of two equally important parts:

- 1) in-text citations—which are placed at the end of sentences that include material you are citing— *and*
- 2) a “Works Cited” page at the end of your document.

For example, imagine the following sentence in your paper:

In 1922, “the character of human communication changed irrevocably in Britain” (Avery 1).

The parenthetical reference “(Avery 1)” tells your reader that the quotation came from page 1 of a work by Avery. Please note that the punctuation—in this case a period—goes **AFTER** your citation. By looking up Avery in your Works Cited page, your reader can find complete publication information for the source. In your Works Cited, the Avery entry would look like this:

Avery, Todd. *Radio Modernism*. Burlington: Ashgate, 2006. Print.

The in-text citation and the Works Cited page work together to provide your readers with the information they need to find and double-check your sources. What follows is a guide to preparing both in-text citations and a Works Cited page.

In-Text Citations

Whether you use quotations or paraphrases, MLA Style requires you to indicate **exactly** where the information came from by citing the author’s last name and the page number on which you found the information. In-text citations provide enough information for the reader to find the appropriate source in your Works Cited, if necessary. There are a number of variations for in-text citations:

- **Both author’s name and page number must be included when the writer has not been previously identified in the sentence.**

Catherine’s pleasure at encountering sunshine after a period of rain is the “objective correlative of surprise” (Miller 250).

- **The page number alone will suffice if the writer has been identified earlier in the sentence (or if you are discussing a single author within one paragraph or within the entire paper).**

Through the words of Penelope, Merkel acknowledges that men become slaves to attractive women with pleasing features and nice hair: “I know how you men are...when one of you happens upon such a pretty face and soft curly flowing hair” (266).

- **Internet sources are identified with author’s name (if available) and paragraph number (only if the paragraphs are numbered in the original). If there is no author listed, use an abbreviated version of the title.**

Many people also thought that a diagnosis of being HIV+ was an automatic death sentence. Even Michael Jordan, who was pulled out of practice to be personally informed of Magic Johnson’s condition, reportedly asked, “Is he gonna die?” (Friend, par. 30).

A diagnosis of HIV+ doesn’t mean that an individual has AIDS, the final stage of HIV. However, according to The National Institute of Allergy and Infectious Diseases and the National Institutes of Health, “virtually all AIDS patients are HIV-seropositive; that is they carry antibodies that indicate HIV infection” (“The Evidence That HIV”).

Works Cited Page

A Works Cited page is a list of *all* the sources you quoted or referred to in your paper. Your Works Cited page does *not* include sources that you read, but didn’t actually use in your writing. Works Cited pages are arranged in alphabetical order according to authors’ last names. Sources without an author are alphabetized by the first letter of the title (excluding A/An or The).

MLA Style puts a high premium on intelligibility for all readers, which is why Works Cited pages include full names and minimal abbreviation. There are different formats for citing different kinds of sources. For example, if you are citing a book, you’ll present the information one way and if you are citing a journal article, you’ll present the information another way. This guide includes sample citations for some of the most commonly used formats in academic writing. You’ll see that most of them require most of the following information: the author’s name, the title of the work, and the date and place of publication. (However, some sources don’t provide all of the information called for in the samples. If you have an unusual source and you can’t figure out how to cite it based on the advice in this brief guide, please consult *The MLA Handbook for Writers of Research Papers, Seventh Edition*: it offers guidelines for citing even the most unusual sources.)

DOCUMENTING BOOKS AND PARTS OF BOOKS

When you are citing a book, you need to be sure to include the author, the title, the place of publication, the publishing company, year of publication, and format in which you encountered the text—in this case, print—but always be sure to check the specific listing for your source to make sure that you use the correct punctuation and that you include any additional information required. **Note that book titles and journal titles are always *italicized*, whereas chapter titles and article titles are enclosed in “quotation marks.”**

Citations for books usually follow this general pattern:

Author's Last Name, Author's First Name. *Title of book*. Place of publication (usually just the city, but include the state or country if the place of publication is not a major city): Publishing company, Year of publication. Print.

Please Note: Only the first line of each entry is aligned all the way to the left; every subsequent line within an entry should be indented. This creates a visual effect that makes it easy for the reader to quickly find sources by scanning for the author's last name.

Book by One Author

Jones, Robert C. *These Valiant Dead: Renewing the Past in Shakespeare's Histories*. Iowa City: U of Iowa P, 1991. Print.

Book by Two or More Authors

Howard, Jean E., and Phyllis Rackin. *Engendering a Nation: A Feminist Account of Shakespeare's English Histories*. London: Routledge, 1997. Print.

Edited Book

Bizzell, Patricia, and Bruce Herzberg, eds. *Negotiating Differences: Cultural Case Studies for Composition*. Boston: Bedford/St. Martin's, 1996. Print.

Reprinted Book

Joyce, James. *A Portrait of the Artist as a Young Man*. 1916. New York: Penguin, 1993. Print.

Introduction, Preface, Foreword, or Afterword in a Book

Tompkins, Daniel P., and Istvan Varkonyi. Introduction. *Key Readings: Intellectual Heritage 52*. Boston: Pearson Custom Publishing, 2002. xi. Print.

Goshgarian, Gary, ed. Preface. *Exploring Language*. New York: Longman, 2001. xvii-xxii. Print.

Book by a Corporation, Organization, Association, or Foundation

American Medical Association. *Manual of Style: A Guide for Authors and Editors*. Baltimore: Williams & Wilkins, 1998. Print.

Book with an Author and an Editor

Plath, Sylvia. *The Collected Poems*. Ed. Ted Hughes. New York: Harper & Row, 1981. Print.

Translated Book

Febvre, Lucien and Henri-Jean Martin. *The Coming of the Book*. Trans. David Gerard. London: Verso, 1984. Print.

One Volume of a Multivolume Book

Gandhi, Mahatma. *The Collected Works of Mahatma Gandhi*. Vol. 9. Delhi: Ministry of Information and Broadcasting, Govt. of India, 1983. Print.

Work in an Anthology or Chapter in an Edited Collection

Include the title of the article or chapter, the title of the book, and the editor's name (if any). After the publication information, include the *page numbers* of the article or chapter you cited.

Conwell, Russell. "Acres of Diamonds." *Negotiating Difference*. Eds. Patricia Bizzell and Bruce Herzberg. Boston: Bedford/St. Martins, 1996. 466-476. Print.

Rackin, Phyllis. "Genealogical Anxiety and Female Authority: The Return of the Repressed in Shakespeare's Histories." *Contending Kingdoms: Historical, Psychological, and Feminist Approaches to the Literature of Sixteenth Century England and France*. Eds. Marie-Rose Logan and Peter L. Rudnytsky. Detroit: Wayne State UP, 1991. 323-344. Print.

Essay, Short Story, or Periodical Reprinted in an Edited Collection

Include the title of the reprinted piece, the original publication information, and then the current publication information, including editor(s), if any. After the publication information, include the reprint *page numbers* of the piece you cited. If the original piece was published in a periodical, see the Documenting Periodicals section for information on how to cite that portion.

O'Brien, Tim. "On the Rainy River." *The Things They Carried*. Boston: Houghton Mifflin, 1990. 43-63. Rpt. in *Negotiating Difference*. Eds. Patricia Bizzell and Bruce Herzberg. Boston: Bedford/St. Martin's, 1996. 899-910. Print.

Mellix, Barbara. "From Outside, In." *The Georgia Review* 41 (1987): 258-67. Rpt. in *Living Languages*. Eds. Nancy Buffington, Marvin Diogenes, and Clyde Moneyhun. Upper Saddle River, NJ: Blair Press, 1997. 80-90. Print.

DOCUMENTING PERIODICALS

The term "periodicals" refers to magazines, newspapers, and scholarly journals. The citations for these three types of sources are very different, so be sure to check the specific listing for your source to make sure that you have arranged the information in the correct order, that you have used the correct punctuation, and that you have included all relevant information.

Usually periodical citations include the following information:

Author's Last Name, Author's First Name (if any). "Article title." *Periodical Title* Volume number. Issue number (Year of Publication): Page numbers. Print.

NOTE: The citations in this section refer ONLY to print periodicals; if you got your periodical source from an online database (like Lexis Nexis or Proquest) or another electronic medium, use the citations in the DOCUMENTING ELECTRONIC SOURCES section.

Article in a Scholarly Journal

Berg, Alfred O., and Janet Allen. "The New U.S. Preventive Services Task Force." *American Family Physician* 64.2 (2001): 1945-1946. Print.

Guedes, Claudia. "Sport in Latin America and the Caribbean." *Journal of African American Studies* 8.3 (2004): 73-74. Print.

Perry, Vanessa G., and Marlene D. Morris. "Who Is In Control? The Role of Self-Perception, Knowledge, and Income in Explaining Consumer Financial Behavior." *Journal of Consumer Affairs* 39.2 (2005): 299-313. Print.

Article, Story, or Poem in a Monthly or Bimonthly Magazine

Harrington, Diane Benson. "What Teachers Wish Parents Knew About Kindergarten." *Parenting* Feb. 2002: 81-83. Print.

Article, Story, or Poem in a Weekly Magazine

Stodghill, Ron. "Class Warfare: Military Programs Are on the March in Inner-City Public Schools." *Time* 4 Mar. 2002: 50. Print.

Article in a Daily Newspaper

Schemo, Diana Jean. "More Graduates Mired in Debt, Survey Finds." *New York Times* 8 March 2002, late ed.: A18. Print.

Koszczuk, Jackie. "House approves more aid to jobless." *Philadelphia Inquirer* 8 Mar. 2002: A1. Print.

"MDS has higher revenue." *Ottawa Citizen* 8 Mar. 2002, final ed.: E2. Print.

Editorial

"It's Subpoena Time." Editorial. *New York Times* 8 June 2007, late ed.: A28. Print.

Movie Review

Burns, Sean. Rev. of *40 Days and 40 Nights*, dir. Michael Lehmann. *Philadelphia Weekly* 6 Mar. 2002: 43. Print.

Book Review

Maslin, Janet. "A Pleasurable Life Afloat in San Francisco." Rev. of *A Collection of Beauties at the Height of Their Popularity* by Whitney Otto. *New York Times* 6 Mar. 2002: E8. Print.

Nead, Lynda. Rev. of *Slumming: Sexual and Social Politics in Victorian London*, by Seth Coven. *American Historical Review* 110.3 (2005): 868-869. Print.

DOCUMENTING ELECTRONIC SOURCES

Citing electronic sources can be complicated. Sometimes you will not be able to find all the information listed in an ideal Works Cited page for electronic sources. **In this situation, include as much information as you are able to find; ALWAYS print a copy of your source for your records and include the date on which you retrieved the information.** If you are having trouble figuring out a publication date, search the page for a copyright or a “last updated” tag. If you can’t find any reference to a date, use n.d. (which stands for “no date”) in place of the publication date.

Citations for electronic sources usually follow this general pattern:

Author’s name (if any); Article title (if any); Website name or publication name; Date of publication or last update (if listed); Publisher Name; Medium of publication (Web); Date you accessed the source.

Scholarly Journal or Magazine Article from an Online Database

Hindo, Brian. “College Planning: Shop Your Way to College Savings.” *Business Week* 11 Mar. 2002. *Lexis-Nexis*. Web. 13 Mar. 2005.

Baxter-Jones, A.D.G. “Intensive Training in Elite Young Female Athletes.” *British Journal of Sports Medicine* 36.1 (2002). *Proquest*. Web. 8 Mar. 2002.

Latham, Alan, and Derek P. McCormack. “Moving Cities: Rethinking the Materialities of Urban Geographies.” *Progress in Human Geography* 28.6 (2004). *Academic Search Premier*. Web. 1 Nov. 2005.

Newspaper or Magazine Article Posted Online

Gelbart, Marcia. “City, Unions Brace for Costly Talks.” *Philadelphia Inquirer*. 23 Oct. 2009. *Philly.com*. Web. 23 Oct. 2009.

Forster, E. M. “The Freedom of the BBC.” *New Statesman*. 4 Apr. 1931. *New Statesman* 26 July 2007. Web. 23 Oct. 2009.

Article in an Electronic Journal

An electronic journal is a peer-reviewed periodical published online with no print version available.

McCutcheon, Lynn E. “Are Parasocial Relationship Styles Reflected in Love Styles?” *Current Research in Social Psychology* 7.6. U of Iowa, 8 Jan. 2002. Web. 23 Oct. 2009.

Website

“Quick Answers to PAC Questions.” *Federal Election Commission*. Federal Election Commission, n.d. Web. 23 Oct. 2009.

Clarke, S. N. “Virginia Woolf (1882-1941): A Short Biography.” *The Official Website of the Virginia Woolf Society of Great Britain*. The Virginia Woolf Society of Great Britain, 2000. Web. 23 Oct. 2009.

DOCUMENTING MISCELLANEOUS SOURCES

Miscellaneous sources can take a number of forms. Generally, more information is better than less. Most audiovisual and performance-type sources include major people who contributed to the production, including directors, composers, writers, and/or performers. Use your judgment to determine who to include for a given citation. For instance, if you were focusing on the screenplay of a television program, you might include the writers (whose work you will be directly analyzing) and omit the performers (who don't factor heavily into your particular argument).

Motion Picture, Videocassette, or DVD

Moulin Rouge. Dir. Baz Luhrmann. Perf. Nicole Kidman, Ewan McGregor, and John Leguizamo. Twentieth Century Fox, 2001. DVD.

Gladiator. Dir. Ridley Scott. Perf. Russell Crowe and Joaquin Phoenix. Dreamworks, 2000. Videocassette.

Television or Radio Program

“100,000 Airplanes.” *The West Wing*. NBC. WCAU, Philadelphia, 16 Jan. 2002. Television.

“The Mammogram Debate.” *All Things Considered*. National Public Radio. WHYY-FM, Philadelphia, 21 Feb. 2002. Radio.

Sound Recording

Jochum, Eugen. “O Fortuna.” *Carmina Burana*. By Carl Orff. Perf. Gundula Janowitz and Dietrich Fischer-Dieskau. Polygram, 1996. LP.

Arie, India. *Acoustic Soul*. Universal, 2001. CD.

Performance

King Lear. By William Shakespeare. Dir. Carmen Kahn. Perf. Buck Schirner. Philadelphia Shakespeare Festival, Philadelphia. 17 Mar. 2002. Performance.