

#15) MLA Guidelines with 2009 Updates

If you are asked to use MLA format, consult *The MLA Handbook for Writers of Research Papers* (7th edition). Copies of this book are on the reference shelves in the Writing Center (315 Kimpel Hall). The handbook is also widely available in bookstores, libraries, and at the MLA Web site: <www.mla.org>.

The Modern Language Association published new guidelines in April 2009. The following is a brief overview of the changes:

- Words and titles formerly underlined are now italicized.
- Unless an online source numbers its paragraphs or sections, do not write “par.” or “sec.” in the in-text citation.
- The medium of publication, such as *Print, Web, Radio, Television, CD, Film, DVD, Lecture, Performance, or PDF file*, must be added to all entries on the works-cited list.
- Online sources do not require a URL unless required by your instructor.
- Online database sources do not require the library name in the work-cited entries.
- New abbreviations are used for online sources: “N.p.” (for “No publisher”), “n.d” (for “no date”), and “n.pag.” (for no page numbers).

Paper Format

Your essay should be double-spaced on standard-sized paper (8.5 x 11 inches), with 1-inch margins on all sides. Unless requested, a title page is unnecessary. Instead, in the top left corner of the first page, you should provide a double-spaced entry that lists your name, your instructor’s name, the course, and the date. Create a header that includes your last name and numbers all pages consecutively in the upper right-hand corner, one-half inch from the top and flush with the right margin. (Note: Your instructor may ask that you omit the number on your first page. Always follow your instructor’s guidelines.) Next, center your title on the next line below the header with your name, and begin your essay immediately below the title.

For example:

<p style="text-align: right;">Spicer 1</p> <p>Sarah Spicer</p> <p>Dr. Jones</p> <p>English 1013</p> <p>12 November 2009</p> <p style="text-align: center;">The Fast Food Nation</p> <p style="text-align: center;">With the growing number of fast food chains, many Americans find it easy to pick up their dinners rather than take the time to prepare a meal.</p>	Spicer 2
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Handling Quotations and Paraphrases in Your Text

Author's Name

MLA format follows the author-page method of citation. This means that the author's last name and the page number(s) from which the quotation is taken must appear in the text, and a complete reference should appear in your works-cited list (see Your Works Cited list, below). The author's name may appear either in the sentence itself or in parentheses following the quotation, but the page number(s) should always appear in the parentheses, not in the text of your sentence.

Examples:

Wordsworth stated that Romantic poetry was marked by a "spontaneous overflow of powerful feelings" (263).

Romantic poetry is characterized by the "spontaneous overflow of powerful feelings" (Wordsworth 263).

Wordsworth extensively explored the role of emotion in the creative process (263).

- **Two Authors:**

Jones and Earp believe that power comes from within one's soul (364).

Origins of myths can neither be dated nor identified by one group (Martin and Taliente 243).

- **Four or More Authors:**

You can use the names of all the authors or can cite the first author's name and et al. in either the signal phrase or in-text citation.

Green, Salda, Tyre, and Yager argue that parental independence comes after the age of five (45).

Alters et al. state that the translation of a literary work is critical in how the piece fits into its culture (23).

- **Two Authors with the Same Last Name:**

Sometimes more information is necessary to identify the source from which a quotation is taken. For instance, if two or more authors have the same last name, provide both authors' first initials (or even their full names if different authors share initials) in your citation.

Although some medical ethicists claim that cloning will lead to designer children (R. Miller 12), others note that the advantages for medical research outweigh this consideration (A. Miller 46).

- **Two Works by the Same Author:**

If you cite more than one work by a particular author, include a shortened title for the particular work from which you are quoting to distinguish it from the other works by the same person.

Lightenor has argued that computers are not useful tools for small children ("Too Soon" 38), though he has acknowledged that early exposure to computer games does lead to better small motor skill development in a child's second and third year ("Hand-Eye Development" 17).

- **No name available:**

If the work you are citing is a nonprint or electronic source, it may not have a stated author. Instead, begin the entry with the title of the work or the name of the organization.

Further research must be done in bovine genetic engineering, but prospects for the future are bright. Within four years, scientists expect to see the first genetically modified calf ("Supporting Bovine Equality" 18).

- **Paragraphs or Sections:**

If the work you are citing provides paragraph or section numbers, include those on your citation.

Arth and Choi warn the American public that global warming is the most serious threat of 2009 (par. 45).

According to the Department of Labor, the United States has over 20 million people on welfare (sec. 2).

- **No page, paragraph, or section available:**

Many electronic sources do not include page, paragraph, or section numbers. Do not create these for the source. Therefore, the name of the author, organization, or title is the only information in the citation or text.

On its Web site, the Food and Drug Administration states obesity will decline over the next ten years.

Immigrants crossing the border want to live in the United States, and they are “willing to die for this opportunity” (Holland).

- **Indirect Sources:**

*Sometimes you may have to use an **indirect source**, where the author of your source quotes another author. If you wish to include such a quotation, use “qtd. in” to indicate the original source:*

Ravitch argues that high schools are pressured to act as “social service centers, and they don’t do that well” (qtd. in Weisman 259).

Short Quotations

To include a short quotation (four or fewer typed lines of prose or three lines of verse) in your text, enclose the quotation within double quotation marks and incorporate it into your text. Provide the author and page (in the case of verse, provide line numbers) in the text, and include a complete reference in the works-cited list. Terminal punctuation marks should appear after the parenthetical citation.

Examples:

Scientists in the field of biology, like Jones and Smith (203-53), consider cloning to be the next frontier.

According to Foulkes’s study, dreams may express “profound aspects of personality” (184).

Is it possible that dreams may express “profound aspects of personality” (Foulkes 184)?

The boy asked, “Did I say Malabar, mother?” (Lawrence 304).

For verse, use forward slashes to indicate line breaks:

Cullen concludes, “Of all the things that happened there / That’s all I remember” (11-12).

For multi-act dramas, make sure to include the act, scene, and line or page in the citation:

Gallimard tells the audience, “ I never dreamed this day would arrive” (Hwang 1.1. 848).

Long Quotations

Place quotations longer than four typed lines in a freestanding block of typewritten lines, and omit quotation marks. Start the quotation on a new line, indented one-inch from the left margin, and maintain double-spacing. Your parenthetical citation should come after the closing punctuation mark. When quoting verse, maintain original line breaks. You should maintain double-spacing throughout your essay.

Examples:

Nelly Dean treats Heathcliff poorly and dehumanizes him throughout her narration. In describing him as a child, she refuses to give him a name and references him with gender-neutral pronouns:

They entirely refused to have it in bed with them, or even in their room, and I had no more sense, so, I put it on the landing of the stairs, hoping it would be gone on the morrow. By chance, or else attracted by hearing his voice, it crept to Mr. Earnshaw's door, and there he found it on quitting his chamber. Inquiries were made as to how it got there; I was obliged to confess, and in recompense for my cowardice and inhumanity was sent out of the house. (Bronte 78)

In her poem "Sources," Adrienne Rich explores the roles of women in shaping their world. Some begin as early as childhood with the labors of schoolwork:

The faithful drudging child
the child at the oak desk whose penmanship,
hard work, style will win her prizes
becomes the woman with a mission, not to win prizes
but to change the laws of history. (23-27)

For dialogue between characters of a drama, set off the quotation from your text by creating an introductory clause followed by a colon. Start a new line, indent one-inch, and type the character's name in all capital letters followed by a period. Then copy the line exactly. When a new character speaks, begin a new line and repeat the pattern.

Oedipus cares nothing for the advice Tiresias has to say:

OEDIPUS. Parents—who ? Wait . . . who is my father?

TIRESIAS. This day will bring your birth and your destruction.

OEDIPUS. Riddles—all you can say are riddles, murk and darkness. (Sophocles 498-500)

Adding or Omitting Words in Quotations

If you **add a word or words in a quotation**, you should put **brackets around the words** to indicate that they are not part of the original text. For example:

Jan Harold Brunvand states, "some individuals [who retell urban legends] make a point of learning every rumor or tale" (78).

If you **omit a word or words from a quotation**, you should indicate the deleted word or word by using **ellipsis marks surrounded by brackets**. For example:

In an essay on urban legends, Jan Harold Brunvand notes "some individuals make a point of learning every recent rumor or tale [. . .] and in a short time a lively exchange of details occurs" (78).

Note: If there are ellipsis marks in the quoted author's work, do not put brackets around them; only use brackets around your ellipsis marks to distinguish them from ellipsis marks in the quoted author's work.

Your Works-Cited List

Your works-cited list should begin on a separate page from the text at the end of the essay under the label *Works Cited*, centered at the top of the page. This list, alphabetized by the first word in each entry (usually the author's last name), provides the information necessary for a reader to locate and read the sources cited. Double-space all entries, with no skipped spaces between entries. All sources with the in-text citations must appear on the works-cited list; likewise, each entry in the works-cited list must be cited in your text. The works-cited list should continue the pagination from your paper.

Basic Rules

- ▶ The first line of each entry in your list should be flush left. Subsequent lines should be indented one-half inch.
- ▶ Authors' names are inverted (last name first); if a work has more than one author, invert only the first author's name, follow it with a comma, then continue listing the rest of the authors.
- ▶ When an author appears both as the sole author of a text and as the first author of a group, list solo-author entries first.
- ▶ If no author is given for a particular work, alphabetize by the title of the piece and use a shortened version of the title for parenthetical citations.
- ▶ If you have cited more than one work by a particular author, order them alphabetically by title and use three hyphens in place of the author's name for every entry after the first.
- ▶ Capitalize each word in the titles of articles, books, etc. This rule does not apply to short prepositions, conjunctions, or articles unless one is the first word of the title or subtitle.
- ▶ Italicize titles of books, journals, pamphlets, Web sites, online databases, TV and radio broadcasts, CDs, DVDs, audio cassettes, records, magazines, newspapers, films, dance performances, long musical compositions, dramatic works, visual arts, and epic-length poetry.
- ▶ Use quotation marks around the titles of articles in journals, magazines, newspapers, essays, pages in Web sites, TV and radio episodes, short musical compositions, lectures, and speeches. Also, use quotation marks for the titles of short stories, book chapters, short poems, and songs.
- ▶ List page numbers efficiently, when needed. If you refer to a journal article that appeared on pages 225 through 250, list the page numbers on your works-cited list as 225-50.
- ▶ Include a word that indicates the source's medium of publication. For most entries, this will consist of "Print" or "Web" at the end of the entry, but other possibilities include "Performance," "DVD," or "TV." Markers for Web sources are followed by the date of access (see "Basic Forms for Electronic Sources" below).

Basic Forms for Sources in Print

A Book

Author(s). *Title of Book*. Place of Publication: Publisher, Year of Publication. Print.

Book with One Author

Henley, Patricia. *The Hummingbird House*. Denver: MacMurray and Beck, 1999. Print.

Two Books by the Same Author

(After the first listing of the author's name, use three hyphens and a period for the author's name. List books alphabetically.)

Palmer, William J. *Dickens and New Historicism*. New York: St. Martin's, 1997. Print.

---. *The Films of the Eighties: A Social History*. Carbondale: Southern Illinois UP, 1993. Print.

Book with More than One Author

Gillespie, Paula, and Neal Lerner. *The Allyn and Bacon Guide to Peer Tutoring*. Boston: Allyn and Bacon, 2000. Print.

Note: If there are more than three authors, you may list only the first author followed by the phrase "et al." (Hammershmidt, Bob et al.) in place of the other authors' names, or you may list all the authors in the order in which their names appear on the title page.

Book or Article with No Author Named

The Poem of the Cid: Dual Language Edition Ian Michael, ed. New York: Penguin, 1984. Print.

Anthology or Collection

Peterson, Rob. ed. *Shakespeare: The Complete Guide*. Chicago: Harvard UP, 2005. Print.

A Work in an Anthology (Poem, Essay, Story, or Drama)

Author(s). "Title of Work." *Title of Anthology*. Ed. Editor's Name(s). Place of Publication: Publisher, Year. Pages. Print.

Blake, William. "Sick Rose." *Literature and Life*. Ed. Rachel Dotts and Ian Choi. New York: Longman, 2009. 584. Print.

Essay in a Collection

Harris, Muriel. "Talk to Me: Engaging Reluctant Writers." *A Tutor's Guide: Helping Writers One to One*. Ed. Ben Rafoth.

Portsmouth, NH: Heinemann-Boynton/Cook, 2000. 24-34. Print.

CROSS REFERENCING: If you cite more than one essay from the same edited collection, you should cross-reference within your works-cited list in order to avoid writing the publishing information for each separate essay. To do so, include a separate entry for the entire collection listed by the editor's name. For individual essays from that collection, simply list the author's name, the title of the essay, the editor's last name, and the page numbers. For example:

L'Eplattenier, Barbara. "Finding Ourselves in the Past: An Argument for Historical Work on WPAs." Rose and Weiser 131-40. Print.

Peeples, Tim. "Seeing the WPA through Postmodern Mapping." Rose and Weiser 153-67. Print.

Rose, Shirley K., and Irwin Weiser, eds. *The Writing Program Administrator as Researcher*. Portsmouth, NH: Cook, 1999. Print.

Article from a Reference Book

"Jamaica." *Encyclopedia Britannica*. 1999 ed. Print.

AN ARTICLE IN A PERIODICAL (such as a newspaper or magazine)

Author(s). "Title of Article." *Title of Source* Day Month Year: pages. Print.

Note: When citing the date, list day before month; use a three-letter abbreviation of the month (e.g. Jan., Mar., Aug.), except for May, June, and July. If there is more than one edition available for that date (as in an early and late edition of a newspaper), identify the edition following the date (e.g., 17 May 1987, late ed.).

Magazine or Newspaper Article

Poniewozik, James. "TV Makes a Too-Close Call." *Time* 20 Nov. 2000: 70-1. Print.

DeMoss, Nick. "Buying Back Books: UA Students Decide Where to Sell Used Textbooks for Best Price." *The Arkansas Traveler* 29

May 2009: A1+. Print.

AN ARTICLE IN A SCHOLARLY JOURNAL

Author(s). "Title of Article." *Title of Journal* Volume. Issue (Year): pages. Print.

Note: "Volume. Issue" indicates the volume and issue number of the journal. If the journal uses continuous pagination throughout a particular volume, there will only be one "issue" for the year [e.g., *Modern Fiction Studies* 40.1 (1998): 251-81]. If each issue of the journal begins on page 1, however, you must also provide the issue number following the volume [e.g., *Mosaic* 19.3 (1986): 33-49].

Essay in a Journal with Continuous Pagination

Allen, Emily. "Staging Identity: Frances Burney's Allegory of Genre." *Eighteenth-Century Studies* 3.1 (1998): 433-51. Print.

Essay in a Journal that Paginates Each Issue Separately

Duvall, John N. "The (Super) Marketplace of Images: Television as Unmediated Mediation in DeLillo's *White Noise*." *Arizona*

Quarterly 50.3 (1994): 127-53. Print.

Basic Forms for Electronic Sources

If no author is given for a Web page or electronic source, start with and alphabetize by the title of the piece and use a shortened version of the title for parenthetical citations.

A NONPERIODICAL WEB PUBLICATION

Most Web sites are nonperiodical—that is not published on a regular basis. While the basic form of the citation remains the same, the citation for a Web site also includes information such as the version or edition (if known), the site’s publisher (if known; if not, use N.p.); the date of publication (if unknown, use n.d.), and the date on which you accessed the material. You may also include the URL of the Web site, though you should do so only when your readers might not be able to find the sources through a regular Web search or when the instructor requires it.

Author(s). “Title of the work.” *Title of the overall site*. Version or Edition. Publisher or sponsor, Date of Posting/Revision. Web. Date of access.

If the title is not known, put a genre label (Forum Posting, Home page, Preface), in place of the title. Do not italicize or enclose the label in quotation marks.

Work Cited Only on the Web

Felluga, Dino. “Marxism.” *Undergraduate Guide to Literary Theory*. Vers. 1.2. Purdue University, Oct. 2005. Web. 15 Nov. 2007.

“Our New Friends: Terrorism is Here to Stay.” *CNN.com*. Cable News Network, 24 May 2007. Web. 18 Sept. 2009.

Perez, Carlos. Home page. Google sites. 1 Apr. 2007. Web. 30 May 2008.

Work on the Web Cited that Also Appears in Print

If the online work also appeared in print, you may also decide to provide the bibliographic data for the print publication. These might include e-texts of older books, dissertations, or government publications. For the rules governing periodical print publications in online databases, see below. Because online publications may not include the original pagination, use N. pag. to indicate that the page numbers are not included.

Belloc, Hilarie. *The Bad Child’s Book of Beasts*. London: Duckworth, 1896. *Internet Archive*. Web. 1 May 2009.

Jones, Michael. “Seismic Plates.” *Geology Today*. Vol. 8. New York: Petrahawk, 2005. N. pag. *Geosites*. Web. 15 Nov. 2008.

AN ARTICLE IN AN ONLINE JOURNAL OR MAGAZINE

Author(s). “Title of Article.” *Title of Journal* Volume. Issue (Year): Pages/Paragraphs. Web. Date of access.

Some electronic journals and magazines provide paragraph or page numbers; include them if available. Write n.pag. if paragraph or page numbers are not present.

Online Journal Article

Wheelis, Mark. “Investigating Disease Outbreaks Under a Protocol to the Biological and Toxin Weapons Convention.” *Emerging Infectious Diseases* 6.6 (2000): 1-233. Web. 24 June 2009.

Hoffman, Christine. “Happiness is a Warm Scythe: The Evolution of Villainy and Weaponry in the Buffyverse.” *Slayage: The Online International Journal of Buffy Studies* 7.3 (Winter 2007): n.pag. Web. 14 Apr. 2009.

Works in an Online Database

Fennell, Jack. “Church, State, and Unfettered Capitalism: Three Irish-Gaelic Dystopias.” *Utopian Studies* 18.3 (2007): 379-389. *Academic Search Premier*. Web. 5 Oct. 2007.

Tolston, Peter. “Saving Lives.” *Health Review* 32. 1 (1998): n.pag. *JSTOR*. Web. 3 June 2009.

E-MAIL

Author (of the e-mail). "Title of the message (if any)" E-mail to the author (of the paper). Date of the message. Web.

Note: This same format may be used for personal interviews or personal letters. These do not have titles, and the description should be appropriate. Instead of "Email to John Smith," you would have "Personal interview." For interviews or letters, the medium is TS (transcript).

Molder, Sarah. Memo to English dept. fac., Fayetteville High School, Fayetteville. 12 July 2005. TS.

E-mail to You (the writer)

Kunka, Andrew. "Re: Modernist Literature." E-mail to the author. 15 Nov. 2000. E-mail.

Email Communication Between Two Parties, Not Including the Writer

Neyhart, David. "Re: Online Tutoring." E-mail to Joe Barbato. 1 Dec. 2000. E-mail.

Other Types of Sources

Government Publication

United States. Dept. of Health and Human Services. *Healthy People 2010: Understanding and Improving Health*. Washington: GPO, 2000. Print.

Pamphlet

Office of the Dean of Students. *Resources for Success: Learning Disabilities and Attention Deficit Disorders*. West Lafayette, IN: Purdue University, 2000. Print.

Interview You Conducted

Walington, Pete. Personal interview. 1 Dec. 2000.

Print Advertisement

Lufthansa. Advertisement. *Time* 20 Nov. 2000: 151. Print.

Television Advertisement

Staples. Advertisement. CBS. 3 Dec. 2000. Television.

Television or Radio Program

"The Blessing Way." *The X-Files*. Fox. WXIA, Atlanta, 19 July 1998. Television.

Sound Recording

U2. *All That You Can't Leave Behind*. Interscope, 2000. CD.

Italicize the title of an album or symphony, but use quotation marks for the titles of songs.

Film

The Usual Suspects. Dir. Bryan Singer. Perf. Kevin Spacey, Gabriel Byrne, Chazz Palminteri, Stephen Baldwin, and Benecio del Toro. Polygram, 1995. Film.

Works Cited

- Cane, Harriet. "Beware Liquid Diets." *Healthtouch* 2.3 (1996): n.pag. Web. 8 Nov. 2007.
- Clark, Karen. Telephone interview. 24 Jan. 2007.
- Eggman, Stephanie, and Nick Thompson. "Fast Food America." *Contemporary Issues*.
Ed. Matthew Arth. New York: Penguin, 2003. 84-92. Print.
- Franke, Marcus. *Food: Our Enemy in the Future*. Chicago, Chicago State UP, 2009.
Print.
- Jones, Krista, Sarah Himes, Robert Benton, and Jean Nyguyen. "The Evolution of the
Chicken Nugget and Its Impact in the Fast Food World." *New York Times* 6 Apr.
1994, late. ed.: B3+. *LexisNexis*. Web. 15 Aug. 2009.
- Piper, Blake. "Rethinking Advertising." *Scope* 121. 1 (2006): 56-75. Print.
- United States. Department of Health and Human Services. "Diseases." *HHS.gov*. U.S.
Department of Health and Human Services, 21 Aug. 2007. Web. 15 Aug. 2009.

- ❖ 12 pt. font
- ❖ One-inch margins
- ❖ Double spacing throughout
- ❖ Heading centered and NOT underlined or bolded
- ❖ Entries ordered alphabetically
- ❖ Second/third lines of entry indented 1/2 inch (5 spaces)
- ❖ Most recent copyright date
- ❖ Refer to *MLA Handbook*, *St. Martin's Handbook*, the University Libraries' "MLA Citation" page, or the OWL handout or Web site for additional MLA citation help