MLA STYLE GUIDE

MLA

The Modern Language Association (MLA) provides guidance to those studying and writing about **literature, culture, and languages, particularly English.** The MLA Handbook and its website, on which this style guide is based, provide a set of standards for formatting papers, evaluating, and integrating sources into scholarly writing, and crediting those sources via in-text citations and end-of-text works cited entries. This guide focuses on **how to format papers** and **how to credit sources.**

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FORMATTING GUIDELINES

FONT

MLA requires an easy-to-read "standard size" font in which italics is easily distinguished from regular typeface. **Twelve-point Times New Roman** is the most commonly used font size and typeface.

SPACING

Double space all text including all quotes and works cited entries.

MARGINS

Leave at least a 1-inch margin on all sides of the text.

ALIGNMENT

The body of the text should be aligned **flush left**. The title should be centered.

INDENTATION

Indent the first line of every paragraph a half inch. For consistency, consider use of the TAB key. The works cited page makes use of a **hanging indent:** all lines of the entry except the first are indented a half inch.

NUMBERS

Spell out numbers that can be written in one or two words (seven, nineteen, forty-four, three million) and use numerals for other numbers (3 ¾; 534; 1,003; 55,000,000).

TABLES, FIGURES, AND NOTES

Tables and figures are used to support or illustrate information given in the main text. They are placed near the text that refers to them.

- **Tables** are made up of numbers and/or text arranged in rows and columns.
- **Figures** include illustrations, photographs, maps, charts, graphs, and diagrams.

LABELS: Tables, figures (abbreviated as Fig.) are labelled as such and are numbered separately and sequentially (Fig. 1, Fig. 2; Table 1, Table 2, etc.). **Label placement depends on information type.**

- **TABLES**: A flush left label (see Table 1 at right) **precedes** the table and is followed by a **flush left title in title case** on a new line.
- **FIGURES**: A flush left label (E.G. Fig. 1) **follows** figures. Figures do not typically make use of titles (see Fig. 1 at right).

CAPTIONS: Tables and figures are followed by captions. **Captions include source information** and, in some cases, an explanatory note (see below). Captioned source information can be displayed in either of the following forms:

Table 1

Degrees in Modern Foreign Languages and Literatures Conferred by Degree-Granting Institutions of Higher Education in the United States[a]

Year	Bachelor's Degrees	Master's Degrees	Doctor's Degrees
1996-97	13,053	2,470	793
1997-98	13,618	2,367	819
1998-99	14,163	2,267	757
1999-2000	14,186	2,228	804
2000-01	14,292	2,244	818
2001-02	14,236	2,284	780
2002-03	14,854	2,256	749
2003-04	15,408	2,307	743
2004-05	16,008	2,517	762
2005-06	16,762	2,637	777

Source: table 297 in *Digest of Education Statistics*; 2007 ed., United States Dept. of Education, Institute of Education Sciences, National Center for Education Statistics, June 2007, nces.ed.gov/programs/digest/d07/tables/dt07_297.asp.
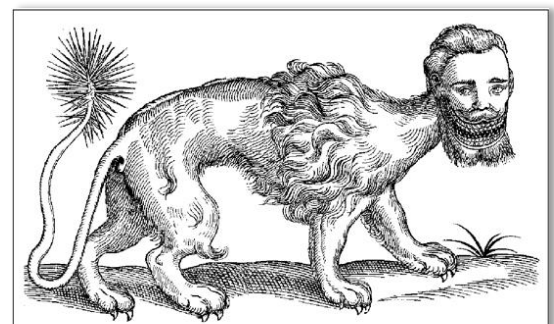
Fig. 1. Manticore, woodcut from Edward Topsell; *The History of Four-Footed Beasts and Serpents . . .* ; London, 1658, p. 344; *Curious Woodcuts of Fanciful and Real Beasts*, by Konrad Gesner, Dover, 1971, p. 8.

- **PARENTHETICAL CITATION:** Source information can take the form of a parenthetical citation at the end of a descriptive note. Be sure to include a full works cited entry for the source on your works cited page.
    - o Fig. 2. Illustration of Clergy Daughters' School, Cowan Bridge where Charlotte Brontë's sisters, Maria and Elizabeth died (Bowen).
- **FULL SOURCE INFORMATION:** In some cases, full source information is included in the caption. If the source is not used elsewhere in the paper, it is not necessary to also include the source as a works cited entry.
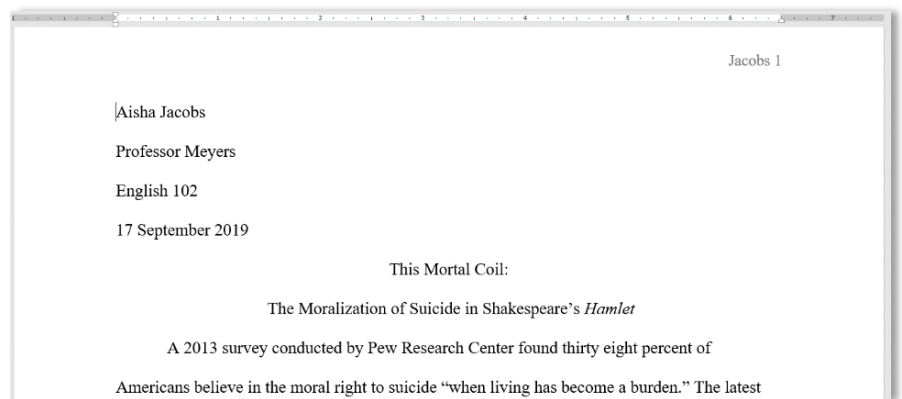
The examples above are taken or adapted from the <u>MLA style website</u>.

NOTES: Notes provide commentary, examples, or explanation related to the text. They are also used to acknowledge the contributions or use of generative AI. They can be styled as footnotes or endnotes and use Arabic numerals (1, 2, 3). See the Reference tab on Microsoft Word's toolbar and the Insert tab on Google Docs' toolbar to add footnotes or endnotes. For more information on notes styling see <u>the MLA website</u>.

HEADING: NAME, COURSE, INSTRUCTOR, DATE

The MLA does not require a title page. Instead, students place important course information below the header at the top of the first page of their document. That information is traditionally given in the following order:

1. **Student's Full Name**
2. **Instructor's Title and Surname**
3. **Course Name and section number**
4. **Date in Day Month Year format**

> Jacobs 1
>
> Aisha Jacobs
>
> Professor Meyers
>
> English 102
>
> 17 September 2019
>
> This Mortal Coil:
>
> The Moralization of Suicide in Shakespeare's *Hamlet*
>
> A 2013 survey conducted by Pew Research Center found thirty eight percent of
>
> Americans believe in the moral right to suicide "when living has become a burden." The latest

NOTE: While many instructors utilize the above requirements, some have specifications that differ from these.

Check the course syllabus. If you cannot find answers there, ask your instructor.

TITLE

Type the full title of the paper directly after the heading (no space). Follow these formatting rules:

Type the title of the paper in **Title Case**:

1. Capitalize the first word of the title and of any subtitle
2. Capitalize all "major" words, including the second part of hyphenated major words
3. Do not capitalize conjunctions (for, and, nor, but, or, yet, so), prepositions (in, on, by, etc.) or articles (a, an, the) unless they begin the title or subtitle.
- The title should be in the same font size and typeface as the rest of the text.
- DO NOT quote, underline, italicize or boldface the title.
    - o **Exception:** If a work of literature is referred to in the title, format it as you would in the text: italicize long works and place quotation marks around short works.
- Do not add any additional spaces before or after the title.

PAGE NUMBERS

Page numbers are inserted half an inch from the top of the document in the **upper right corner of the header.** Numbering begins on **the first page** and proceed consecutively through all works cited pages. See guidelines on inserting your last name and page number (running head) below and on page 6.

RUNNING HEAD

The MLA requires the use of a running head. **A running head is a heading printed at the top of each page of a document or book.** Most fiction makes use of a running head, usually the title of the work.

An MLA running head consists of the student's last name and a page number. This information is typed **in the header area of the page** and aligned flush right. See the sample on page 4.

HOW TO INSERT AN MLA STYLE RUNNING HEAD

MICROSOFT WORD

1. Select the **INSERT** tab on the main toolbar.
2. In the Header & Footer group, select **PAGE NUMBER.**
3. On the Page Number drop down menu, select **TOP OF PAGE.**
4. Select **PLAIN NUMBER 3** to insert a page number in the top right corner of the header.
5. Ensure that the cursor is to the left of the number.
6. Type your last name followed by a space.
7. Highlight your last name and the page number.
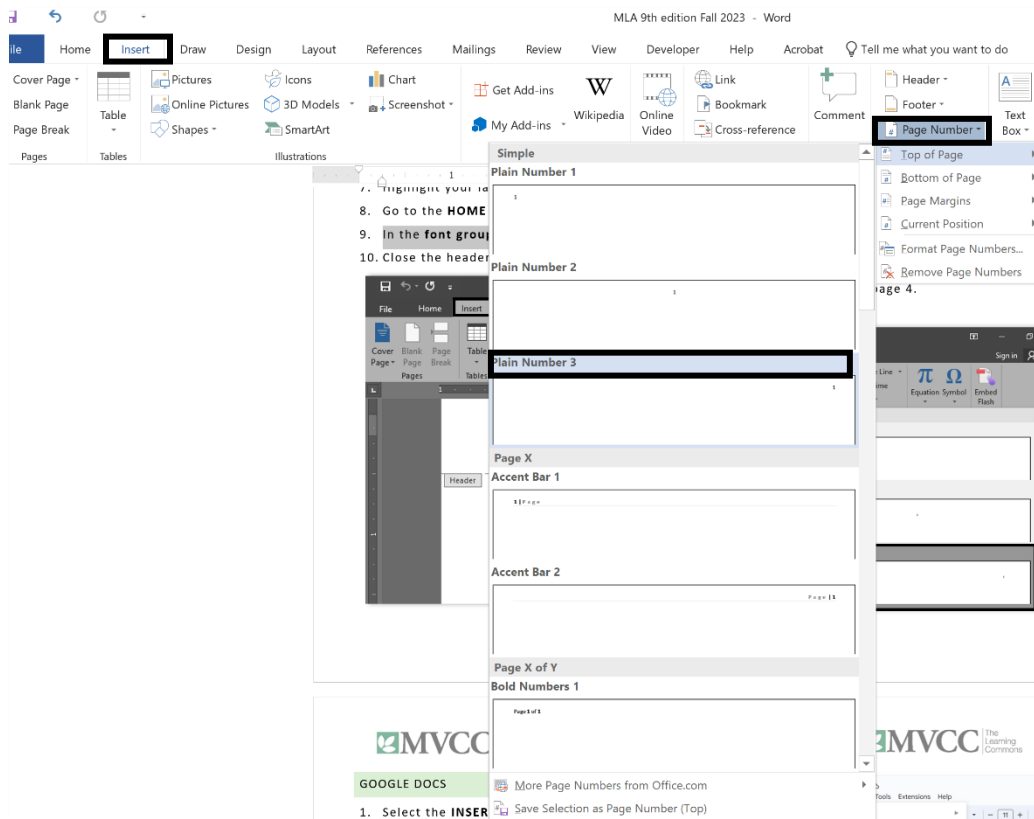
8. Go to the **HOME** menu.

9. In the **font group**, ensure the font size and typeface are those you will use throughout the paper.

10. Close the header by double-clicking into the body of the document.

See sample header on page 4.

GOOGLE DOCS

1. Select the **INSERT** tab on the main toolbar.

2. On the drop-down menu, select **PAGE NUMBERS.**

3. Choose the **top left option** to insert pages number on the top right corner of all pages.

4. Move the cursor to the left of the number.

5. Type your last name followed by a space.

6. Highlight your last name and the page number.

7. Ensure the font size and typeface to those you will use throughout the paper.

8. Close the header by double-clicking into the body of the document.

See sample header on page 4.

NOTE: Some instructors prefer that the first page of the document remain unnumbered. Always review and follow class specific formatting requirements.

QUOTATIONS

The MLA requires quotation of **all word-for-word source material**. The writer must provide the reader with enough information to be able to identify the source of any quotation. This is generally done through **in-text citations** in the form of **signal phrases** and **parenthetical citations.**
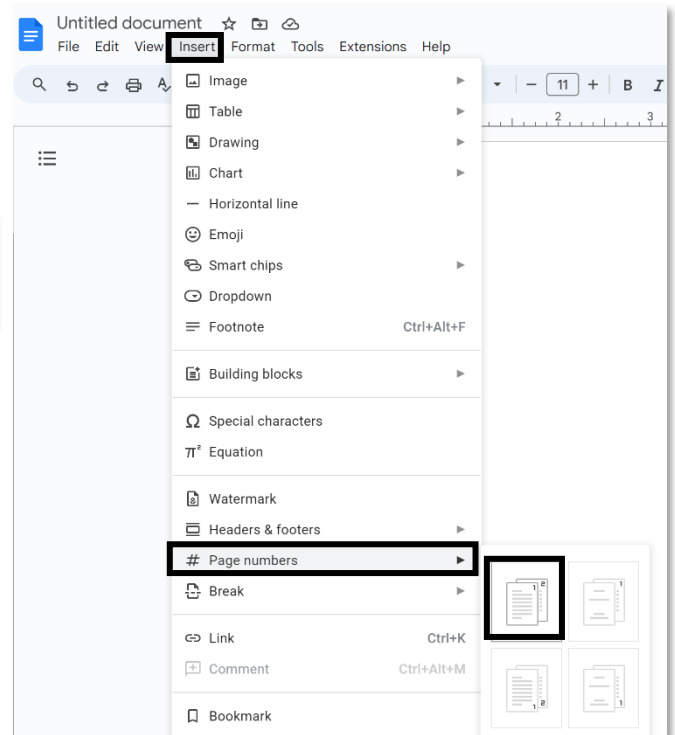
In-text citations are short references that appear in the body of a paper and point readers to the source of quotations, paraphrases, and summaries. These short references use the first element of the source's works cited entry, most often the author(s) last name, and relevant page or line numbers that key to or point to a full works cited entry. Guidelines for **in-text citations are covered in depth on pages 13-19, works cited entries are covered on pages 19-38.**

This section makes use of in-text citation but focuses on integrating different types of quotations.

PROSE QUOTATIONS

Prose is ordinary language, the kind you speak every day. Most papers, textbooks, online sources, and fiction is written in prose. Prose is distinct from poetry and drama.

SHORT OR RUN-IN QUOTATIONS

If a prose quote is **no more than four lines of your paper**, incorporate it into a sentence. See the **SIGNAL PHRASE HANDOUT** and pages 13-19 for in-text citation guidelines. Enclose the quoted material in double quotation marks - "".

If the quoted material comes at the end of the sentence, place citation information before the closing punctuation mark.

If the quoted material comes in the middle of the sentence, place any parenthetical citation at the first natural pause and before the addition of an unsourced idea.

End of sentence

> Wallace's, we are told, worried about fiction in the postmodern world, worried that a "lack of genuine concern and respect for the consumer was becoming more prevalent" (McAdams 121).

Mid-sentence

> McCort argues that Holden Caufield is driven by a spiritual riddle which asks, "how he can hang onto the innocence of childhood while moving, inexorably, into the phony world of adulthood . . .," (122) a phony world, it could be said, that Salinger himself evaded.

LONG QUOTATIONS

While short or run-in quotations are integrated into the main text, long quotes, those of **more than four lines of prose**, are set-off in what is commonly called a **block quotation**.

Block quotations:
- Appear on a new line and are indented half an inch.
- Do NOT make use of quotation marks.
- Retain double spacing.
- Include any parenthetical citation information **after** the final punctuation mark.
- Have an additional first line indent only when multiple paragraphs are included.
- Are frequently introduced with a sentence ending in a colon. This is not required.

> In a 1996 interview with *Elle* magazine, Wallace explains one purpose of fiction:
>
> > . . . fiction's one of the few experiences where loneliness can be both confronted and relieved. Drugs, movies where stuff blows up, loud parties—all these chase loneliness away by making me forget my name's Dave and I live in a one-by-one box of bone no other party can penetrate or know. Fiction, poetry, music, really deep serious sex, and, in various ways, religion—these are the places (for me) where loneliness is countenanced, stared down, transfigured, treated. (Howard 5)

POETRY QUOTATIONS

SHORT OR RUN IN QUOTATIONS

When quoting three or fewer lines of a poem, integrate the lines into a sentence. Any line breaks should be indicated by a forward slash **/**. A new stanza is indicated by a double forward slash **//**.

> At the beginning of Sharon Olds' "The Victims" the speaker reflects on how her mother took or endured the abuse of her father. Olds' writes, "She took it and / took it in silence" for years (619).

> In "Persimmons" the speakers' heritage becomes the language of intimacy, the language that the speaker uses to establish and maintain affections. In the third stanza, the speaker gives a vocabulary lesson to a young woman, "*Ni, wo*: you and me. / I part her legs" (Lee 513).

LONG QUOTATIONS

While short or run-in quotations are integrated into the main text, long quotes, those of **more than three lines of poetry**, are set-off in what is commonly called a **block quotation**.

Block quotations for poetry:

- Try to mimic any unusual spacing or formatting seen in the original.
- Retain double spacing.
- Appear on a new line and are indented half an inch.
- **Do NOT make use of quotation marks**.
- Include any parenthetical citation information **after** the final punctuation.
- Are frequently introduced with a sentence ending with a colon. This is common but not required.

> Ondaatje's work gives the mythic Billy the Kid a physicality that shuttles between violence and
>
> sensuality.
>
>> moving across the world on horses
>>
>> body split at the edge of their necks
>>
>> neck sweat eating at my jeans
>>
>> moving across the world on horses. (11)

DRAMA QUOTATIONS:

The main component of drama, whether in the form of a script or screenplay, is dialogue, the back and forth of conversation between characters. Unlike prose and poetry, quoted dialogue (speech between two or more characters) is never integrated into the main text of the paper. Whether you are quoting two or ten lines, set dialogue off from the main text by using the formatting specific to block quotations.

Single lines of a conversation can be integrated into a sentence. See verse plays on page 17 for an example.

Block quotations in drama:

- Appear on a new line and are indented half an inch.
- **Do NOT make use of quotation marks.**
- Include the speaker or character's name in all capital letters.
- Retain double spacing.
- Use a hanging indent when dialogue extends to multiple lines.
- Include any parenthetical citation information **after** the final punctuation mark.
- Are frequently introduced with a sentence ending in a colon. This is not required.

> In Marsha Norman's *'Night Mother*, suspense is created by Mama's refusal to hear Jesse's
>
> admission.
>
>> MAMA. (Reaching for the gun) And I told you, we don't get criminals out here.
>>
>> JESSIE. (Quickly pulling it to her.) And I told you . . . (Then trying to be calm.) The gun is for me.
>>
>> MAMA. Well you have it if you want. When I die, you'll get it all anyway.
>>
>> JESSIE. I'm going to kill myself, Mama.
>>
>> MAMA. (Returning to the sofa.) Very funny. Very funny.
>>
>> JESSIE. I am.
>>
>> MAMA. (Quickly, irritated.) You are not! Don't even say such a thing, Jessie.
>>
>> JESSIE. How would you know if I didn't say it? You want it to be a surprise? You're lying there in your bed or maybe you're just brushing your teeth and you hear this . . . noise down the hall? (13-14)

NOTE: While a well-placed block quotation can illuminate an argument, liberal use of the block quotations can give the impression of lazy writing or overreliance on source material. Use block quotations sparingly.

OMISSIONS & ALTERATIONS IN QUOTATIONS

OMISSIONS

Sometimes it is practical to omit words, sentences, or whole paragraphs from a quoted passage. When omitting text, use an ellipsis to indicate the missing text. Take care that your omissions do not change the meaning of the source material.

NOTE: An ellipsis is not necessary when quoting single words or phrases. In those cases, omission is assumed.

AN OMISSION AT THE BEGINNING OR END OF A SENTENCE REQUIRES AN ELLIPSIS

BEGINNING

- **ORIGINAL PASSAGE:** "'Don't hesitate to satisfy your needs; indeed, expand your needs and demand more.' This is the worldly doctrine of today. And they believe that this is freedom. The result for the rich is isolation and suicide, for the poor, envy and murder." — Fyodor Dostoyevsky, *The Brothers Karamazov*

- **QUOTE WITH OMISSION:** Dostoyevsky's uses Zosima to argue that the effect of a world that encourages the privileging and fulfillment of personal needs is not freedom, but " . . . for the rich is isolation and suicide, for the poor, envy and murder" (341).

END

- **ORIGINAL PASSAGE:** "The point of marriage is not to create a quick commonality by tearing down all boundaries; on the contrary, a good marriage is one in which each partner appoints the other to be the guardian of his solitude, and thus they show each other the greatest possible trust." — Rainer Maria Rilke, *Letters of Young Poet*

> ### FORMATTING ELLIPSES
> Various style guides format ellipses differently.
>
> The MLA specifies that an ellipsis uses three periods with a space before each period and after the final period. That is, . . .

- **QUOTES WITH OMISSION:** In his seventh letter to Kappus, Rilke reveals his position on the Romantic ideal of total intimacy and union of selves by noting that "the point of marriage is not to create a quick commonality by tearing down all boundaries . . . " (13).

AN OMISSION IN THE MIDDLE OF A SENTENCE OR PARAGRAPH REQUIRES AN ELLIPSIS

SENTENCE OR PARAGRAPH OMISSION

- **ORIGINAL**: "We are sun and moon, dear friend; we are sea and land. It is not our purpose to become each other; it is to recognize each other, to learn to see the other and honor him for what he is: each the other's opposite and complement." – Herman Hesse, *Narcissus and Goldmund*

- **QUOTE WITH OMISSION**: Narcissus offers an ideal of love that honors rather than obscures separateness, "We are sun and moon, ... It is not our purpose to become each other; it is to

recognize each other, to learn to see the other and honor him for what he is: each the other's opposite and complement." (Hesse 298).

- Use an ellipsis followed by a period to indicate an omission between two sentences. [. . . .]

ALTERATIONS

When quoted material is removed from its original context, its meaning can become unclear. The MLA indicates that it is permissible to add information to quoted material to clarify meaning. When information is added or text changed, the writer must indicate the change through the use of brackets [] or, in some cases, a parenthetical comment ().

ITALICS FOR EMPHASIS

Tutu argues that "if you want peace, you don't talk to your friends. You talk to your *enemies*" (emphasis added).

ADDITIONS OR CHANGES FOR CLARIFICATION

As Klotz points out, "He [Snegiryov] is so beaten down that he can no longer act in accordance with the rules of society and must accept a role outside society as a weakling and a dishonorable person" (169).

COMMENT

Clyde and Sondra are described as " . . . harmoniously abandoning themselves to the rhythm of the music—like two small chips (sic) being tossed about on a rough but friendly sea"(Dresier 328). The imagery foreshadows and acts as a counterpoint the central tragedy of the novel.

Sic is Latin for thus. It is used after a quoted word that appears incorrect or odd and tells the reader that the word appeared thus or *in this way* in the original. The writer quoting Dresier's *An American Tragedy* uses a parenthetical comment to tell the reader that the word *chips* instead of *ships* was Dresier's.

WORKS CITED PAGE

The MLA requires an end-of-text list of sources. This list includes **all retrievable sources** used in the composition of the paper. The information on this list allows writers to credit sources and readers to find, evaluate, and make further use of those sources. Works Cited list entries are covered on pages 19 - 38.

This section focuses on **what to include** and **how to order the entries** and **format the reference page**.

What to include
- Every source you paraphrased, summarized, or quoted in the text.
- Do not include sources that you consulted but did not cite.

How to order the entries
- Works cited entries are alphabetized by the first letter in the entry, generally an author's last name.
- Works cited entries that have no author or editor are alphabetized by title.
- When alphabetizing by title, ignore articles (*A*, *An*, and *The*) that begin the title.
- When an entry starts with a number, alphabetize the entry based on how the number would appear if written.
- When an entry starts with a year, alphabetize the entry based on how the year would be spoken.

How to format the page

- The works cited list comes after the final page of text.
- The list begins at the top of a consecutively numbered new page.
- The list is preceded by the centered heading: Works Cited
- If only one entry is given, use the heading Work Cited
- Works Cited entries are double-spaced with NO SPACE between entries.
  - See spacing settings in image below.
- Works Cited entries make use of a **hanging indent**.
  - Learn how to create a handing indent on the next page.

HANGING INDENT

HOW TO CREATE A HANGING INDENT IN MICROSOFT WORD

1. Select the text that you would like to indent.
2. On the **Home** tab, click the arrow in the bottom right corner of the Paragraph group.
3. In the Paragraph dialog box, under **Indentation**, in the Special dropdown, select **Hanging**.
4. Under **By**, set the measurement to **0.5**.
5. Ensure there is **0pt spacing after paragraphs** OR check the box indicating **Don't add a space between paragraphs of the same style**.
6. Click **OK**.

QUICK TIP | INSTALLED MICROSOFT WORD

YOU CAN ADD A HANGING INDENT TO YOUR ENTRIES IN **WORD** BY HIGHLIGHTING THEM AND PRESSING **CTRL+T**.
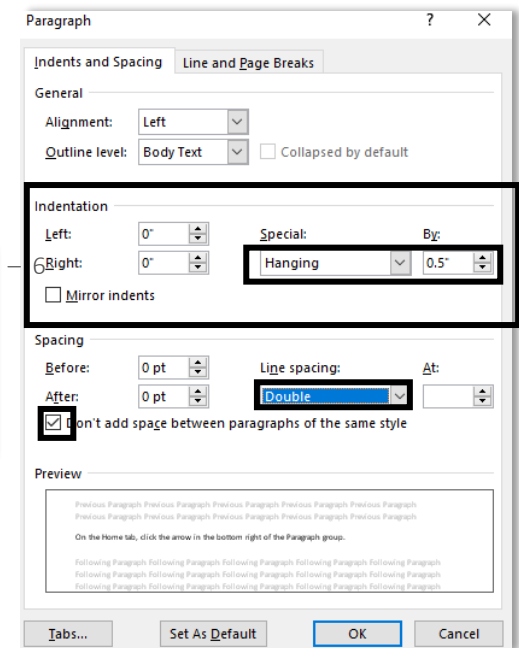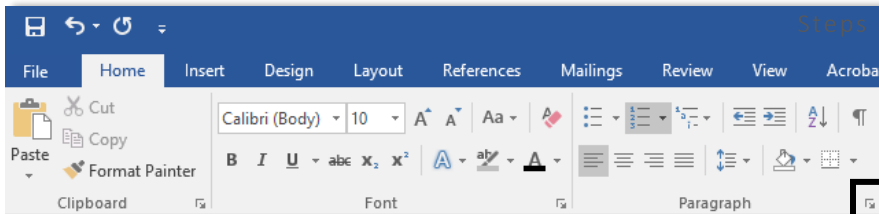
HOW TO CREATE A HANGING INDENT IN GOOGLE DOCS:
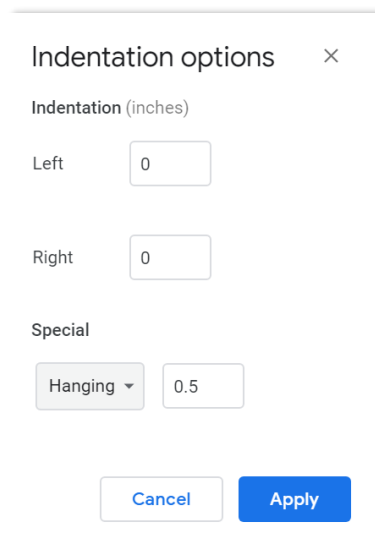
1. Highlight your works cited entries.
2. Open the **Format** tab and select **Align & indent**
3. Select **Indentation options**… from the side menu
4. When the Indentation options window opens, select **Hanging** from the SPECIAL dropdown menu and specify **0.5** inches.
5. Click the **Apply** button.

CREDITING SOURCES

TO CREDIT SOURCES, MLA REQUIRES A TWO-PART SYSTEM. THAT SYSTEM USES (1) BRIEF IN-TEXT OR PARENTHETICAL CITATIONS THAT POINT TO (2) A FULL LIST OF SOURCES IN THE FORM OF AN END-OF-TEXT WORKS CITED PAGE.

WHY CREDIT SOURCES

Citation is often discussed in the context of avoiding plagiarism. It is true that using the words or ideas of others without crediting them is a serious academic offense. When one plagiarizes, one intentionally or unintentionally passes off the work of another as one's own. Citations help prevent plagiarism. They also have a collegial purpose.

Academic writing is a conversation between the writer and thinkers who have examined similar questions and topics. **IN-TEXT CITATIONS** act as a record of that conversation. They tell the reader who said what. In-text citations give credit to those who have helped the writer develop their current understanding. They also allow readers to engage more deeply in the subject by pointing to **WORKS CITED ENTRIES**. These entries tell readers exactly where they can find the sources the writer used.

IN-TEXT CITATIONS

OVERVIEW

WHAT REQUIRES IN-TEXT CITATION?

In MLA style writing, paraphrases, summaries, and quotations all require the use of in-text citations.

- **A paraphrase** restates the source material in new language and with original sentence structure. A paraphrase uses approximately the same number of words as the original.
- **A summary** condenses the source material to reflect its main idea(s). A summary uses significantly less words than the original.
- **A quotation** restates the source material using the exact language of that material.

WHAT IS INCLUDED IN AN MLA IN-TEXT CITATION?

MLA in-text citations aim to answer two questions about the source material:

1. **WHO:** Most frequently reported as authors' last names
2. **WHERE**: Most frequently reported as a page number

HOW DOES CITATION INFORMATION APPEAR IN THE TEXT?

To integrate this information, MLA style writing makes use of both **signal phrases** and **parenthetical citations**. These are frequently used in combination.

Signal phrases (also known as attributive tags or narrative citation) appear in the same sentence as the source material, either directly before or after that material. They signal to the reader that the idea or language being used is from an outside source. **Signal phrases generally use the author's name and a present tense verb to do this.**

Zillinger argues that the often-examined contradiction between Millay's "subversive ethos and her traditional forms" is no contradiction at all (240).

Kupetz indicates that Kerouac uses disability "to signify radical social non-conformity" (135).

See the SIGNAL PHRASE GUIDELINES handout for a list of signal phrase verbs.

Parenthetical citations make use of parentheses () to provide source information. In MLA style, parenthetical citations are placed where there is a natural pause. This most often occurs at the end of the sentence in which the source information appears. When placed at the end of a sentence, parenthetical citations appear before the closing punctuation.

> The article argues that Millay was a savvy contributor to her own mythos and that she used "photography to construct a flexible poetic identity" (Parker 381).

> *The Art of Travel* tells us that travel, with its gift of distancing us from our ordinary selves, gives us the opportunity to "encounter our true selves" (de Botton 147).

FORMATTING THE PARENTHETICAL CITATION:

In most cases, the MLA **does not** require the use of punctuation between the major elements of a parenthetical citation. There is also no abbreviation for page number. *If a work has no page numbers, see page 16.*

<div align="center">

(Author(s) Last Name page number)

</div>

(Schroerlucke 237). (Happle and Navarre 7-19). (Johnston et al. para. 4). (*A Woman in Berlin* 154).

1. AUTHOR NAMED IN A SIGNAL PHRASE

QUOTATION, SUMMARY, OR PARAPHRASE
- The first time you name an author, use their full name (see below).
- When the name of the author appears in the sentence, do not repeat it in the parentheses.
- Add the parenthetical citation with page number where there is a natural pause, generally at the end of the sentence.
- Include the page number or other source location information in parentheses.
- Do not use p. or the word *page.*

> After noting that his early writings were heavily revised, Jack Kerouac states, "I was writing one sentence a day and the sentence had no feeling. Goddamn it, feeling is what l like in art, not craftiness and the hiding of feelings" (72).

2. AUTHOR NAMED IN PARENTHESES

QUOTATION, SUMMARY, OR PARAPHRASE

- If the name of the author is not included in the sentence, put the name in parentheses along with any page or other source location information.
- Parentheses should be placed in the same sentence as the source information and after a natural pause. They generally appear at the end of the sentence and before any closing punctuation.
- In most cases, there is no need for punctuation in parenthetical citations.

> To explain the monastic reclusiveness that characterized Hesse's adult life, the article points not to philosophy but to narcissism, depression, and the Pietist family into which Hesse was born (Gray 91).
>
> Jung, who is positioned as the man most responsible for the 20th century shell-game where "religion was replaced by therapeutic technique," took Hesse as his patient (Gray 91).

SPECIAL CASES

3. TWO AUTHORS

When a work is authored by two individuals, mention both each time the work is cited. Use the word **and** between the authors' last names. When you first mention the authors, include their full names.

> Didion and Dunne's profile of wildcatter Glen McCarthy suggests that there is something uniquely and tragically American in McCarthy stubborn independence (14). A friend of McCarthy's is quoted as saying, "He could have paid his taxes and put seventy-live million cash in the bank. But that's not the way independents operate. No matter what the risk. . ." (Didion and Dunne 14).

4. THREE OR MORE AUTHORS

When referencing a work with three or more authors, it is typical to use the first author's last name followed by the phrase **et al**., an abbreviation for the Latin phrase **et alia** meaning "and others." You may also use "and others" or "and colleagues" in the prose, but this is less common.

> In their analysis of media coverage and public health response to Cobain's suicide, Jobes et al. indicate that absence of the anticipated Werther effect can be credited to Cobain's method of death. They note "the necessity of checking dental records to make a positive identification" and suggest that the gun played against romantic images of suicide (Jobes et al. 264).

5. TWO OR MORE WORKS BY THE SAME AUTHOR

When citing multiple works by the same author, distinguish the source by including the title of the work in the text or the parenthetical citation. Long works should be italicized. Short works are placed in quotation marks.

> The narrator tells us "elective ignorance was a great survival skill, perhaps the greatest" (Franzen, *The Corrections* 265).

> In a non-fiction essay about his father's Parkinson's disease, Franzen writes, "one of the stories I've come to tell, then, as I try to forgive myself for my long blindness to his condition, is that he was bent on concealing that condition . . ." ("My Father's Brain" 80).

NOTE: It is acceptable to shorten the title of a work in the parenthetical citation. When the author's last name and the title appear together in a parenthetical citation, use a comma to separate them.

6. AUTHORS WITH THE SAME LAST NAME

When two or more authors have the same last name, use authors' full names in all signal phrases and first initials in all parenthetical citations.

> Kingsley Amis, reflecting on the influence of his position as an only child, noted that "writing for me is to a large extent self-entertainment, and the only child is driven to do that" (42).

> Talking about his father's influence, the writer indicates that "he didn't try to form my mind, which was partly laziness, but also partly instinct" (M. Amis 70).

7. ORGANIZATION OR GOVERNMENT AS AUTHOR

Some sources do not list an individual author or authors. These sources may have an organization, corporation, association, or a government agency as their author. In this case, the group's name can be used in place of an author's name in signal phrases and parenthetical citations.

> The 1936 report documents how communities were responding to what the U.S. Department of the Interior called the youth problem, a problem succinctly identified as "five million young people -1 out of every 4 in the country- . . . without constructive occupation at school, work, or home" (2).

> The Council of Social Agencies in five Orange County communities sponsored a "trial by jury of the case of Youth vs. Society" in order to "educate public opinion on the subject of social problems, and more specifically youth problems, and to break ground for constructive community action along definite lines" (U.S. Dept. of the Interior 19).

NOTE: It is acceptable to use abbreviations for commonly abbreviate terms, such as Dept. for Department.

8. UNKNOWN AUTHOR

Reference works, legal materials, and newspaper editorials frequently appear without an author. If no author is given and the source has not been authored by an agency or organization (see above), use the source's title in in-text citations. Long works are italicized. Short works are placed in quotation marks.

Long titles can be shortened to the first noun phrase. Remember to exclude articles (a, an, the).

> According to *Brewer's Dictionary of Phrase and Fable* abracadabra is "a cabalistic charm said to be made from the initials of the Hebrew words Ab (Father), Ben (Son), and Ruach ACadsch (Holy Spirit)" (3).

> The editorial asserted that the opioid crisis can be curtailed by providing safe spaces and medical supervision for users ("Safe Injection" 4).

*The full title of the article is "Safe Injection Facilities Save Lives."

9. GENERATIVE AI

The MLA provides guidelines on acknowledging when content is generated by or with the help of generative artificial intelligence (AI). This acknowledgment is done in the primary text and, in some cases, in works cited entries. For a brief overview of generative AI, see page 32.

AI GENERATED CONTENT

The MLA indicates that writers should clearly identify any content written by or with the help of generative AI, including images, data, and texts that paraphrase, summarize, or quote these tools.

Because it is often unable to reveal its source material, the MLA does not recommend including an author. Instead, in-text citations make use of a shortened version of the "Title of the source," typically the prompt, a description of the prompt, or a description of the work.

See examples on the following page.

Review guidelines on works cited entries for generative AI on page 32.

SIGNAL PHRASE |

> When initially asked to "Explain the meaning of life," the tool resisted and noted that the question was "profoundly personal."

PARENTHETICAL CITATION |

> A pasteurized alternative to the spin-laden media, a foil to the infoglut of the internet, a truthy friend who refuses to take sides, large language models apologize for our mistakes, do our synthesis for us, and provide us with distilled shots of collectivized wisdom: "reflect on your own values, beliefs, and experiences" ("Explain the meaning").

AI ASSISTED PROCESSES

In addition to citing language and ideas, the **MLA indicates that writers should acknowledge any processes completed by or with the help of generative AI such as outlining, organization, and editing**.[1] This can be done in the text or in a footnote or endnote. See page 4 for information on formatting notes. The example note below this paragraph would appear at the end of the page in the footer (footnote) or in a separate end-of-text list (endnote).

---

[1] This essay's structure was proposed by generative A.I chat tool *Perplexity*.

NOTE | SOME INSTRUCTORS MAY NOT PERMIT THE USE OF GENERATIVE AI IN ANY CIRCUMSTANCES. OTHERS MAY ENCOURAGE ITS USE AND REQUIRE LESS FORMAL ACKNOWLEDGMENT OF ITS CONTRIBUTIONS. AS ALWAYS, FOLLOW GUIDELINES PROVIDED BY YOUR INSTRUCTOR.

10. TWO OR MORE WORKS CITED TOGETHER

If a sentence makes use of more than one source, list all sources in the signal phrase or parentheses. When multiple sources are listed in parentheses, separate each source with a semicolon.

> Numerous studies have highlighted the benefits of educating incarcerated men (Lochner and Moretti; Esperian; Hughes; Utheim).

11. SOURCE QUOTED IN ANOTHER SOURCE

If you cite a source quoted in another source, add the abbreviation **qtd. in** to your parenthetical citation.

> To explain his unorthodox approach to studying criminal genius, the author points to a desire to convey what Katz refers to as "the moral and sensual attractions of doing evil" (qtd. in Oleson 194).

12. WORK WITHOUT PAGE NUMBERS

PARAGRAPH, SECTION OR CHAPTER NUMBERS

Many electronic documents do not have page numbers. Some have paragraph, section, or chapter numbers. If such numbers appear, use them with the appropriate abbreviation. See below. If the author's name appears in the parenthetical citation, separate the name from the abbreviation with a comma.

- **Paragraph** (Jones, par. 4).   **Paragraphs** (pars. 4-7).
- **Section** (sec. 3)   **Sections** (Eisenstein, secs. 2-5)
- **Chapter** (ch. 17).   **Chapters** (chs. 17-18)

> For **poems and verse plays**, see page 17.

The MLA indicates that **writers should not count unnumbered paragraphs** or sections for the purposes of in-text citation. However, in order to be able to assess how source material is being used, instructors sometimes ask students to do this. Always follow your instructor's guidelines.

HEADINGS

Some sources, especially those found online, do not have numbered page, paragraph, chapter, or section numbers. Some of these make use of **headings**. The MLA indicates that in the absence of other numbers headings can be used to help a reader locate the relevant information. It is permissible to shorten long heading titles.

> Under the heading "I Like You. You're Like Me," the author indicates that, like other animals, humans engage in assortative mating (Latson).

AUDIOVISUAL MATERIAL

To reference a specific portion of a video or audio recording, provide the timestamp for that portion in parentheses. Include the hours, minutes, and seconds separated by colons. E.G. (01:16:23-01:18:42).

13. AN ENTIRE WORK

If you would like to point the reader to an entire work, name the author in a signal phrase or in a parenthetical reference. Do not give page numbers.

> The biography portrays a woman worn down by her own mythos and mitigates some of the romanticism that has attached itself to Millay (Milford).

14. LITERARY WORKS

Many literary works assigned in college courses have been widely read for many years and published in multiple editions. The MLA provides special guidelines to aid readers who may be using a different edition of a text. This supplemental information is placed in the parenthetical citation and depends on source type.

NOVELS

When citing a novel that has been published multiple times, follow the page number with a semicolon, use the abbreviation **ch.** for chapter and include a chapter number.

> The self-reliant Jane tells us, "I stood lonely enough; but to that feeling of isolation I was accustomed; it did not oppress me much (Bronte 2; ch. 42).

VERSE PLAYS

Verse plays, such as those by William Shakespeare, frequently have numbered lines. When quoting from a verse play with numbered line, include the following elements in your parenthetical citation and separate each element with a period: **act number, scene number, and line number(s).**

> Hamlet is not only referring to cosmetics when he tells Ophelia, "God has given you one face and you make yourselves another" (Shakespeare 1.3.142-144).

POEMS

Many poems read in literature courses are widely anthologized. If the poem you are referring to has been republished many times, help your readers identify the lines you are referring to by using section and line numbers in parenthetical citations. Separate the section number from the line number(s) with a period.

Reflecting on the afternoon of Yeats' death, Auden writes "The current of his feeling failed: he became his admirers" (1.17). Not only does Yeats live on in those who read his work, but the work, also living, continues to change: "The words of a dead man / Are modified in the guts of the living." (Auden 1.22-23).

If a poem makes use of line numbers but not section numbers, use the word **line** or **lines** the first time you reference the source.

The poem chronicles the different ways in which men and women grieve and how such differences can add isolation to despair. The speaker asks his wife, "What was it brought you up to think it the thing / To take your mother-loss of a first child / So inconsolably—in the face of love" (Frost, lines 63-65). Several stanzas later the wife wonders aloud at the speaker's ability to converse on mundane topics after digging his child's grave. She asks, "What had how long it takes a birch to rot / To do with what was in the darkened parlor?" (95-96).

For information on how to note line and stanza breaks, see Poetry Quotations on page 7.

15. SACRED TEXTS

The Quran, Talmud, Bible, Sutras, Vedas and other sacred texts are often read in translation. Because different translations often lead to different interpretations, it is important that your reader know which version of a sacred text you have referenced. **The first time you use a sacred or religious text, name the version in the sentence.**

For texts with multiple books, chapters, and verses or the equivalent, give each element separated by a period in a parenthetical citation. It is acceptable to abbreviate books of the Bible. **Include sacred texts in your works cited list.**

In both narratives fathers offer their daughters to prevent the rape of a man to whom they are not related. In the *New International Version Bible*, a Levite protecting a man with whom he is travelling says, "Look, here is my virgin daughter, and his concubine. I will bring them out to you now, and you can use them and do to them whatever you wish. But as for this man, don't do such an outrageous thing" (Judg. 19.4). The concubine is accepted as a substitute and dies as a result.

16. WORK IN AN ANTHOLOGY

Many college courses make use of anthologies or collections of writing by multiple authors. These collections are typically compiled by an editor whose name is given on the anthology's cover (see Kelly J. Mays, right). When creating an in-text citation for a work from an anthology, refer to the author of the piece, not the editor of the collection.
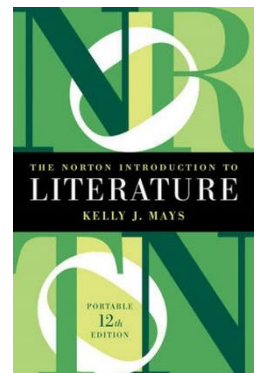
17. ENTRY IN A REFERENCE WORK

Reference works entries, such as those found in dictionaries and encyclopedias, frequently do not list an author. If an entry has no author, use the title of the entry in the in-text citation.

The word robot has its etymological origins in the Czech word for "forced labor, compulsory service, drudgery"("Robot").

18. LEGAL DOCUMENTS

When referencing law and court cases, refer to the particular case or law by name in the signal phrase or parentheses. Italicize legal cases. Leave laws, acts, and historical documents, such as the Magna Carta, in plain text.

> Prior to 1963 and the case of *Gideon v. Wainwright,* those who were unable to afford a lawyer had no recourse to legal counsel. The only exception occurred when a person was accused of crime punishable by the death penalty.

WORKS CITED ENTRIES – CORE ELEMENTS

The Modern Language Association (MLA) requires (1) a list of source information at the end of the text in the form of a works cited page and (2) brief in-text documentation of sources. This section provides guidelines for constructing works cited entries for the most frequently used source types. It is based on the 8th ed. of the *MLA Handbook* (2018) and *A Guide to MLA Style* published by Norton. For sources types not covered here, visit the MLA Style Center at https://style.mla.org/.

CORE ELEMENTS OVERVIEW

To construct a works cited entry, the MLA asks writers to identify certain **core elements** of their sources and to list as many of those elements as possible in a prescribed order.

If a source does not have one of the elements, that element is simply left out of the entry. The image on the right lists the core elements and the order in which they should be given. Each element is described in more detail on the following pages (20-24). In addition, you can visit the MLA Style Center to learn about optional elements.

While **one can construct almost any entry using the core elements method**, some writers prefer to use a template specific to the source type.

Works cited entry templates are provided on pages 25-38.

1. Author.
2. Title of source.
3. Title of container,
4. Other contributors,
5. Version,
6. Number,
7. Publisher,
8. Publication date,
9. Location.

1. AUTHOR.

ONE AUTHOR:

- The name of a single author is given last name, first name.
- Include middle names or initials when given.
  - o Poe, Edgar Allen.   Wallace, David Foster.

TWO AUTHORS:

- o The first author is listed last name, first name.
- o The first author's name is followed by the word **and**.
- o The second author's name is given first name last name.
- o List names in the order that they are given in the source material.
  - o Brown, Stephen, and Anthony Patterson.

1. Author.
2. Title of source.
3. Title of container,
4. Other contributors,
5. Version,
6. Number,
7. Publisher,
8. Publication date,
9. Location.

THREE OR MORE AUTHORS

- The first author is listed last name, first name.
- Other authors' names are replaced by the Latin phrase **et al.** the abbreviation for *et alia*, meaning "and others."
  - Boerman-Cornell, William, et al.

EDITOR, TRANSLATOR, DIRECTOR ETC.

- If your writing focuses on the editor, translator, director or anyone other than the author of the work, add a comma after the name and specify the person's role in lower case.
  - Mays, Kelly J., editor.

1	Author**.**
2	Title of source**.**
3	Title of container**,**
4	Other contributors**,**
5	Version**,**
6	Number**,**
7	Publisher**,**
8	Publication date**,**
9	Location**.**

2. TITLE OF SOURCE**.**

BOOKS, PERIODICALS, AND OTHER LONG WORKS

- Italicize titles of books and other self-contained works such as journals, films, television shows, magazines, and newspapers.
- Follow **title case capitalization** rules for all titles regardless of original capitalization. See page 4.
  - *Jane Eyre. The Atlantic. Something Wicked This Way Comes. Dead Poets Society.*

ARTICLES, ESSAYS, POEMS, SHORT STORIES

- Place quotation marks around short works such as poems, essays, and short stories.
- Follow title case capitalization rules for all titles regardless of original capitalization. See page 4.
  - "A Supposedly Fun Thing I'll Never Do Again." "Silent Snow, Secret Snow."

UNTITLED WORKS

- Sources without titles are described without quotations or italics and use sentence case capitalization.
  - Lecture transcript. Letter to the author's mother. PowerPoint slides.
- When an untitled poem is known by its first line, use that line in quotes and retain the capitalization of the original.
  - "I heard a Fly buzz - when I died -."

3. TITLE OF CONTAINER**,**

- If the source is contained within a larger work or publication, include the title of the container in italics followed by a comma.

COMMON CONTAINERS

- Collections of poems, short stories, and essays.
  - *Poems That Make Grown Men Cry*, *Magic for Beginners*, *In Fact: The Best of Creative Nonfiction*
- Periodicals such as journals, magazine, newspapers
  - *Journal of Peace Research, The New York Times, Esquire,*
- Websites
  - *Internet History Sourcebooks Project, Pew Research Center, Modern American Poetry,*
- Television series
  - *Madmen, Game of Thrones, My So-Called Life,*

4. OTHER CONTRIBUTORS,

1	Author.
2	Title of source.
3	Title of container,
4	Other contributors,
5	Version,
6	Number,
7	Publisher,
8	Publication date,
9	Location.

- If you want to highlight the contributions of individuals other than the author, state what the contributor did, use the word **by**, and give the contributor or contributors' first and last name(s).
- If the core element preceding the entry ends in a period, capitalize the first letter of this element.

EXAMPLES

Aleksievich, Svetlana. *The Unwomanly Face of War: An Oral History of Women in World War II*. Translated by Richard Pevear and Larissa Volokhonsky, Random House, 2018.

"The Battle of the Birds." *Fairy Tales from Many Lands,* illustrated by Arthur Rackham, Penguin Books, 1978, pp. 15-27.

Dickinson, Emily. *Bolts of Melody: New Poems of Emily Dickinson*. Edited by Mabel Loomis Todd and Millicent Todd Bingham, Harper & Brothers, 1945.

Nicholson, Jack. *One Flew over the Cuckoo's Nest.* Directed by Miloš Forman, Fantasy Films, 1997.

5. VERSION,

- If your source exists in more than one version, provide information to help your reader identify which version you have used.

BOOKS: EDITION

- Some works of literature and most text books exist in more than one version. Versions of books are called **editions**.
- Specify the edition number or type followed by the abbreviation for edition. E.G. Expanded ed.
- If it not necessary to specify the first edition of a text.
- When noting an edition number, write the ordinal value using Arabic numerals. E.G. 3rd ed. 6th ed.
- If the previous core element ended with a period, this core element begins with a capital letter. If the previous section ended with a comma, begin with a lowercase letter. See examples below.

EXAMPLES – BOOK EDITIONS

Koch, Tom. *Cartographies of Disease: Maps, Mapping, and Medicine*. Expanded ed., Esri Press, 2017.

Reyhner, Jon Allan, and Jeanne M. Oyawin Eder. "Language and Culture Revitalization, 1990 - 2017." *American Indian Education: A History*, 2nd ed., U of Oklahoma P, 2017, pp. 326-340.

Royce, Josiah. *Race Questions, Provincialism, and Other American Problems.* Edited by Scott L. Pratt and Shannon Sullivan, expanded ed., Fordham UP, 2009.

MEDIA VERSIONS

- Music, images, audiobooks, television programs, and films are sometimes published in multiple versions.
- If your source material is not the only version available, make use of this core element to indicate the version you have used.

- This core element begins with a capital letter if the previous section ended with a period and with a lower case letter if the previous section ended with a comma.

1	Author.
2	Title of source.
3	Title of container,
4	Other contributors,
5	Version,
6	Number,
7	Publisher,
8	Publication date,
9	Location.

MEDIA EXAMPLES

Dickens, Charles. *Bleak House.* Read by Bob Lawrence, abridged version, Naxos Audiobooks, 2007.

Roeg, Nicolas, director. *Walkabout.* Director's cut, Max L. Raab-Si Litvinoff Films, 1998.

6. NUMBER,

- If a source is part of a numbered sequence, include information to help the reader identify the part of the sequence.
- **Journals, magazines, encyclopedias,** and **comic books** are often published as a numbered sequence.
- If the numbered sequence makes use of volumes, use the abbreviation **vol.** before the volume number. If it makes use of issue numbers, use the abbreviation **no.** before the issue number. Many use both.
- If the core element before the number ends with a period, capitalize the first letter of the first abbreviation. E.G. **Vol.**
- When citing **an episode of a television show**, include season and episode numbers along with those descriptors.

EXAMPLES

Brooker, Charlie and William Bridges, writers. "Shut Up and Dance." *Black Mirror*, directed by James Watkins, season 3, episode 3, Endemol, 2016.

Brummitt, Cassie. "Pottermore: Transmedia Storytelling and Authorship in Harry Potter." *The Midwest Quarterly*, no. 1, 2016, pp. 112-122.

Gaiman, Neil. "The Kindly Ones." *The Sandman*. Vol. 13 no. 69, DC Comics, 1995.

McKenzie-Jones, Paul. "Occupation of Alcatraz, 1969−1971." *50 Events That Shaped American Indian History: An Encyclopedia of the American Mosaic*, edited by Donna Martinez and Jennifer L. Williams Bordeaux, vol. 2., Greenwood, 2017, pp. 549 − 560.

McNett, Gabriel. "Using Stories to Facilitate Learning." *College Teaching*, vol. 64, no. 4, Oct. 2016, pp. 184−193. *EBSCOhost*, https://doi.org/10.1080/87567555.2016.1189389.

7. PUBLISHER,

- A publisher is a company, organization, or person who has distributed a source to the public.
- **Select source types DO NOT require the publisher to be named**:
  - Journals, magazines, and newspapers
  - Works published by their author or editor
  - Certain kinds of websites. See next page.

THE FOLLOWING SOURCE TYPES GENERALLY INCLUDE A PUBLISHER:

BOOKS

- To determine the publisher of a book, look on the title page. If you do not see the publisher there, look on the next page.
- Do not include words like Company or Inc. in the publisher's name. Use the word *and* instead of &.

- Abbreviate the words University (U) and Press (P) in **academic presses**. Oxford University Press = Oxford UP | SUNY Press or State University of New York Press = State U of New York P.

  o Duvernoy, John. *Something in the Way // Obstruction Blues.* Horse Less Press, 2014.

WEBSITES

- To determine a website's publisher, look for the **copyright notice.** It can often be found at the bottom of the home page or on the website's footer. If you cannot locate it there, look for an about page. It is sometimes there.
- If a website's title is the same as its publisher, do not repeat it.
- If a website houses but does not produce the material it distributes, skip this core element. E.G. *YouTube*.

Harris, Richard. "What We've Learned in Two Decades Without Morrie." *Next Avenue*, Twin Cities Public

　　　　Television, 4 Nov. 2015, www.nextavenue.org/what-weve-learned-in-two-decades-without-morrie/

FILMS AND TELEVISION

- Films and television shows do not have publishers, but they often have producers, distributors, studios, and production companies. The MLA asks that works cited entries for these sources list the company that played the largest role in the source's production and distribution. This can be difficult to assess without in-depth investigation. Listing the **production company** is common practice.

Paris, Texas. Directed by Wim Wenders. Road Movies Filmproduktion GmbH, 1984.

"University." *The Sopranos*, directed by Allen Coulter, season 3, episode2, HBO Entertainment, 2001.

8. PUBLICATION DATE,

- Source information may include time, day, month, season, and year of publication. Although the MLA allows writers to determine how much of the given information to include, it is common practice to include all available date information.
- If more than one publication date is given, use the most recent date. See page 30 for an exception.
- If an online source does not have a publication date or is likely to change or be removed, include an access date at the end of the entry.

FORMAT
- **Dates are given in DAY MONTH YEAR format.** E.G. 11 May 1993,
  o This format does not require commas between items.
- All months over four letters should be abbreviated:
  o Jan., Feb., Mar., Apr., May, June, July, Aug., Sept., Oct., Nov., Dec.
- If a source includes a timestamp, include it after the full date.
  o 29 Sept. 1984, 4:33 a.m.,

9. LOCATION.

1	Author.
2	Title of source.
3	Title of container,
4	Other contributors,
5	Version,
6	Number,
7	Publisher,
8	Publication date,
9	Location.

TEXT SOURCES IN CONTAINERS

- If your source is part of a larger work such as a periodical or anthology, include a page number or page range at the end of the entry.
- Use the abbreviation **p.** before a single page number and **pp.** before a page range.

ONLINE SOURCES

- If the source has page numbers, use **p.** before a single page or **pp.** before a page range.
- **When available, include a DOI or digital object identifier.**
    - **As of 2021, the preferred format is https://doi.org/xxxxx.**
    - If no DOI is given, include a URL, preferably a stable URL or permalink.
- **When providing URLs, remove everything prior to and including the double forward slash //.**
    - If a URL runs more than three lines, truncate it.
- If the source does not have a publication date or is likely to change, include a date of access.

Bazar, Jennifer L. "The Utica Crib: Biography of an Unknown Barbarous Object." *History of Psychology*, vol. 18, no. 2, May 2015, pp. 132–145. *Psych Articles*, http://doi.org/10.1037/a0038971.

Burns, Stanley B. "Utica Crib." *CBS News*, CBS Interactive, www.cbsnews.com/pictures/19th-and-20th-century-psychiatry-22-rare-photos/12/. Accessed 18 June 2019.

Tenney, Lauren J. "Who Fancies to Have a Revolution Here? The Opal Revisited (1851-1860)." *Radical Psychology: A Journal of Psychology, Politics & Radicalism*, vol. 5, June 2006, p. 7. search.ebscohost.com/login.aspx?direct=true&db=a9h&AN=25134707&site=eds-live.

EPISODE ON A DVD

- If the work accessed was part of a multidisc DVD, tell the reader which disc was used.

"Blue Lightening." 2014. *Shetland*, performance by Douglas Henshall, season 2, episodes 5-6, ITV Studios, 2018, disc three.

ART, ARTIFACT, PERFORMANCE, OR PRESENTATION

- If you viewed a work in person, give the name of the institution and city in which you viewed the work.
- If the city's name is the name of the institution, do not repeat it. E.G. Museum of London

Eaton, Scott. "Mind Hunting: Distinguishing the Fact from Fiction of Serial Homicide." Mohawk Valley Community College, 29 Apr. 2019, Schafer Theater, Utica.

Mann, Sally. *The Two Virginias #4*. 1991, The Museum of Fine Arts, Houston.

Ruiz-Perilla, Martha. "Opposing Forces." The Moth, 3 Nov. 2016, The Cooper Union, New York City.

WORKS CITED ENTRY TEMPLATES

Works cited entries can be constructed using the core elements method outlined on pages 19-24. Alternatively, entries can be constructed by looking up the relevant author type (pages 25-26) and using it with the appropriate source type template (pages 27 – 38).

AUTHOR TYPES

ONE AUTHOR

- Give the author's last name followed by their first name and any middle initial.
- Do not include degrees (PhD, M.D., etcetera)

TEMPLATE: Author's Last Name, First Name.

SAMPLE: McCullers, Carson. *The Heart Is a Lonely Hunter*. Houghton Mifflin, 1940.

TWO AUTHORS

- Give the first author's last name followed by their first name and any middle initial.
- Do not invert the second author's name.
- Separate the authors' names with the word **and**.

TEMPLATE: 1st Author's Last Name, First Name and 2nd Author's First Name Last Name.

SAMPLE: Bernstein, Carl, and Bob Woodward. *All the President's Men*. Simon and Schuster Paperbacks, 2014.

THREE OR MORE AUTHORS

- If a work has three or more authors, list the first author's last name and first name follow by a comma and the abbreviation **et al.** from the Latin *et alia* meaning *and others*.

TEMPLATE: Author's Last Name, First Name, et al.

SAMPLE: Bosmia, Anand, et al. "The Foot-Reading Cult of Japan." *Journal of Religion & Health*, vol. 56, no. 5, Oct. 2017, pp. 1600–1604. *Academic Search Complete*, https://doi.org/10.1007/s10943-013-9736-8.

TWO OR MORE WORKS BY THE SAME AUTHOR

- When using more than one work by an author, organize entries alphabetically by the title of the work.
- Provide the author's name for the first entry.
- After the first entry, use three hyphens in place of the author's name. End the section with a period.

SAMPLE:

Baldwin, James. "Letter from a Region in My Mind." *The New Yorker*, vol. 94 no. 39, 6 Nov. 1962, pp. 30-39.

- - -. "Sonny's Blues." *The Oxford Book of American Short Stories,* edited by Joyce Carol Oates, Oxford UP, 2013, pp. 483-513.

- - -. "Stranger in the Village*." Collected Essays,* edited by Toni Morrison, Penguin Putnam, 1998, pp. 117-129.

AUTHOR AND EDITOR OR TRANSLATOR

- For sources that make use of an editor, translator, or other contributor, after the title of the work include the individual's role followed by the word **by** and their first and last name.
- Capitalize the contributor's role if the previous core element ends with a period.
- If you want to highlight the work of the editor, translator, illustrator, etc., list that person first.

TEMPLATE:

Author's Last Name, First Name. *Title of Work.* **Editor/Translate/Editor/Translate/Another Role by First Name Last Name, Publisher, Date.**

SAMPLES:

Flaubert, Gustave. *Madame Bovary*. Translated by Lydia Davis, Viking Adult. 2010.

McEwen, Alastair, translator. *Ocean Sea.* By Alessandro Baricco, Canongate Books, 2008.

Wilson, Ella. "Take Care." *Show Me All Your Scars: True Stories of Living with Mental Illness,* edited by Lee Gutkind, In Fact Books, 2016.

ORGANIZATION OR GOVERNMENT AS AUTHOR

- Sometimes credit for a source is given to an entire organization rather than an individual. When this occurs, list the organization or government in the space designated for the author.
- When using a source authored by a **government agency**, record the name of the organization as written in the source.
- When the author of your source is a government or organization, there is a good chance that the organization or government is also the publisher.
    - When this occurs, start the entry with the title of work and list the organization or government in the space designated for the publisher. *See the Pew Research Center example below.*

TEMPLATE:

Organization's Name or Government Agency (if different from publisher). *Title of Wor*k. **Publisher, Date.**

SAMPLES:

Bard Prison Initiative. "What Is College For?" *Bard College*, bpi.bard.edu/. Accessed 18 June 2019.

Most U.S. Teens See Anxiety and Depression as a Major Problem Among Their Peers. Pew Research Center. 20 Feb. 2019.

Centers for Disease Control and Prevention "Rabies: A Forgotten Killer." *Vital Signs,* Government Printing Office, 12 June 2019.

UNKNOWN AUTHOR

- When the author is unknown, begin the entry with the title of the work.

Diary of an Oxygen Thief. Gallery Books, 2016.

"I Am Part of the Resistance Inside the Trump Administration." Editorial. *The New York Times,* 5 Sept. 2018, https://www.nytimes.com/2018/09/05/opinion/trump-white-house-anonymous-resistance.html?module=inline.

PERIODICALS

JOURNALS, MAGAZINES, NEWSPAPERS

JOURNAL ARTICLES – ONLINE & PRINT

JOURNAL ARTICLE FORMATTING NOTES:

- **Use title case capitalization for article and journal titles. See page 4.**
- **Place quotes around article titles.**
- **Italicize journal titles**.
- Volume is abbreviated **vol.**
- Issue number is abbreviated **no.**

Online sources:

- **When available, include a DOI or digital object identifier.** It is preferrable to a URL.
  - **As of 2021, the preferred format for a DOI is https://doi.org/xxxxx.**
- If a permalink is available, use it in place of the address bar URL.
- **When providing URLs, remove everything before and including any double forward slash //.**
- Include a date of access if no publication date is available or if required by your instructor.

JOURNAL ARTICLE – FROM A DATABASE

- Italicize database names.

TEMPLATE

Author's Last Name, First Name. "Title of Article." *Title of Journal*, volume number, issue number, Date of Publication, page range. *Database Name*, DOI or URL. Accessed Day Month Year (if required).

SAMPLES

Clapton, William and Laura J. Shepherd. "Lessons from Westeros: Gender and Power in *Game of Thrones*." *Politics*, vol. 37, no. 1, Jan. 2017, pp. 5-18. *Academic Search Complete*, https://doi.org/10.1177/0263395715612101. Accessed 14 Aug. 2018.

Griesinger, Emily. "Harry Potter and the 'Deeper Magic': Narrating Hope in Children's Literature." *Christianity and Literature*, vol. 51, no. 3, 2002, pp. 455- 480. *Literature Resource Center*, https://doi.org/10.1177/014833310205100308. Accessed 14 Aug. 2018.

Watson, Courtney. "Other Rooms: Safe Havens and Sacred Spaces in the Works of Truman Capote." *Studies in American Culture*, vol. 37, no. 1, Oct. 2014, pp. 101-116. *MLA International Bibliography*, search.ebscohost.com/login.aspx?direct=true&db=mzh&AN=2017381758&site=eds-live. Accessed 14 Aug. 2018.

ONLINE JOURNAL ARTICLE

TEMPLATE

Author's Last Name, First Name. "Title of Article." *Title of Journal*, volume number, issue number, Date of Publication, page range. DOI or URL. Accessed Day Month Year (if required).

SAMPLE

Carson, Anne. "Eddy." *Paris Review*, no. 221, summer 2017. www.theparisreview.org/fiction/6945/eddy-anne-carson. Accessed 18 June 2019.

PRINT JOURNAL ARTICLE

- Print journal article reference entries look like their online counterparts but end after the page range.

TEMPLATE

Author's Last Name, First Name. "Title of Article." *Title of Journal*, volume number, issue number, Date of Publication, page range.

SAMPLE

Sperling, Alison. "Freak Temporality: Female Adolescence in the Novels of Carson McCullers." *Girlhood Studies,* no. 1, 2016, pp. 88-104.

MAGAZINE & NEWSPAPER ARTICLES – ONLINE & PRINT

MAGAZINE & NEWSPAPER ARTICLE FORMATTING NOTES:

- **Publication date:**
  - Include all available date information.
  - All months over four letters are abbreviated. See page 23 for abbreviations.
  - If an online source has no publication date, include a date of access at the end of entry.
- If a **volume or issue numbers** are available, include them after the title.
  - Use the abbreviation **vol.** for volume number and **no.** for issue number.
- If **no author** is given for a magazine or newspaper article, begin the entry with the article's title.
- To designate **page numbers**, use **p.** (for one page) or **pp.** (for a page range).
- **Online sources:**
  - **When available, include a DOI or digital object identifier.** It is preferrable to a URL.
    - **As of 2021, the preferred format for a DOI is https://doi.org/xxxxx.**
  - If a permalink is available, use it in place of the address bar URL.
  - **When providing URLs, remove everything before and including any double forward slash //.**
  - While not required, the MLA recommends including a date of access for all online material.
  - Some instructors require a **date of access** for all online sources. Follow instructor guidelines.

MAGAZINE OR NEWSPAPER ARTICLE FROM A DATABASE

TEMPLATE

Author's Last Name, First Name. "Title of Article." *Magazine or Newspaper Title*, Date of Publication, page(s). *Database name*, DOI or URL. Accessed Day Month Year (if required).

SAMPLE

Pala, Christopher. "Anthrax Island." *The New York Times Magazine*, 12 Jan. 2003, p. 36. *Gale Literature Resource Center*, suny-mvc.primo.exlibrisgroup.com/permalink/01SUNY_MVC/romaec/cdi_ proquest_miscellaneous_215481291 6. Accessed 25 Feb. 2019.

ONLINE MAGAZINE OR NEWSPAPER ARTICLE

TEMPLATE

Author's Last Name, First Name. "Title of Article." *Magazine or Newspaper Title*, Date of Publication, page(s), URL. Accessed Day Month Year (if required).

SAMPLES

Bergner, Daniel. "The Struggles of Rejecting the Gender Binary." *The New York Times*, 4 June 2019, www.nytimes.com/2019/06/04/magazine/gender-nonbinary.html. Accessed 6 June 2019.

Dockerman, Elaina. "The History of Why It's Impossible to Find Clothes That Fit." *Time*, 2 Sept. 2016, time.com/4477865/clothes-fit-history/?xid=homepage. Accessed 31 Oct. 2018

PRINT MAGAZINE OR NEWSPAPER ARTICLE

TEMPLATE

Author's Last Name, First Name. "Title of Article." *Magazine or Newspaper Title,* volume number, issue number (when available), Date of Publication, page(s).

SAMPLES

Fernandez, Sandy M. "This Football Player Had a Secret Eating Disorder." *Choices/Current Health*, no. 6, 1 Mar. 2017, pp. 10-15.

Hedegaard, Erik. "The Sound & the Fury of Meat Loaf." *Rolling Stone*, no. 1306/1307, Feb. 2018, pp. 40-43.

BOOK REVIEW FROM A JOURNAL, MAGAZINE, OR NEWSPAPER

BOOK REVIEW FORMATTING NOTES:

- For **print book reviews**, end the reference entry with the page or page range of the review.
- If **no review author or title** is given, begin the entry with **Review of** followed by the book's title.

TEMPLATE

Author's Last Name, First Name. "Title of Article." Review of *Title of Book*, by Book Author's First Name Last Name. *Title of Publication*, volume number, issue number (when available), Date of Publication, page(s). *Database* (if applicable), DOI or URL. Accessed Day Month Year (if required).

SAMPLE

Cremean, David. "*The Road* by Cormac McCarthy." Review of *The Road*, by Cormac McCarthy. *Western American Literature*, vol. 43, no. 1, 2008, p. 85. *Humanities Source*, search.ebscohost.com/login. aspx?direct=true&db=edsjsr&AN=edsjsr.43025127&site=eds-live. Accessed 18 June 2019.

BOOKS

BOOK FORMATTING NOTES:

- If the book has been **reprinted**, it is only necessary to list the most recent year of publication.
- If you want to highlight the **original date of publication**, include it after the title followed by a period.
- Give the **publisher** in as brief a form as possible. Omit business terms like Company (Co.), Corporation (Corp.), Incorporated (Inc.), and Limited (Ltd.). Retain publishing industry terms like Books and Press.
- For academic presses, replace the word university with U and press with P. Replace the term University Press with UP.
- For an **edition other than the first**, add the edition name or number after the title. See pages 21.
- If your source is a **multivolume work**, place the abbreviation Vol. or vol. and the volume number after the title of the work. See page 22.

PRINT BOOK

TEMPLATE

Author's Last Name, First Name. *Title of Book*. Publisher, Year of Publication.

SAMPLE

Carson, Anne. *Autobiography of Red: A Novel in Verse*. Vintage Contemporaries, 1999.

FORWARD, INTRODUCTION, PREFACE OR AFTERWARD

TEMPLATE

Section Author's Last Name, First Name. Name of Section. *Title of Book*, by Author's First Name Last Name, Publisher, Year of Publication, page(s).

ELECTRONIC BOOK

EBOOK FROM A DATABASE

TEMPLATE:

Author's Last Name, First Name. *Title of Book*. Publisher, Year of Publication. *Name of Database*, DOI or URL. Accessed Day Month Year (if required).

SAMPLE

Eisen, Lauren-Brooke. *Inside Private Prisons: An American Dilemma in the Age of Mass Incarceration*. Columbia UP, 2018. *eBook Collection (EBSCOhost),* search.ebscohost.com/login.aspx?direct=true&db=nlebk&AN=1628840&site=eds-live.

EBOOK NOT FROM A DATABASE

TEMPLATE:

Author's Last Name, First Name. *Title of Book*. E-book or type of e-book, Publisher, Year of Publication.

SAMPLE

Gawande, Atul. *Being Mortal: Medicine and What Matters in the End*. Kindle ed. Metropolitan Books, 2014.

WORK OR CHAPTER IN AN EDITED COLLECTION OR ANTHOLOGY

TEMPLATE

Work or Chapter Author's Last Name, First Name. "Title of Work or Chapter." *Title of Collection or*

*Anthology***, edited by First and Last Name of Editor(s), Publisher, Year of Publication, page range**

of article or chapter.

SAMPLE

Oates, Joyce Carol. "Where Are You Going, Where Have You Been?" *The Norton Introduction to Literature,*

edited by Kelly J. Mays, W.W. Norton, 2017, pp. 94-108.

ENTRY IN A REFERENCE BOOK—DICTIONARY/ENCYCLOPEDIA

- If a reference entry is unsigned, start with the title of the entry.

PRINT REFERENCE BOOK

TEMPLATE

Entry Author's Last Name, First Name (if available). "Title of Entry." *Title of Reference Work***, edited by**

First and Last Name of Editor(s) (if applicable), Edition Number (if applicable), Publisher, Date of

Publication, page(s).

SAMPLE

Miller, Benjamin D. and Claire Brackman Keane. "Cat Scratch Disease (Fever)." *Encyclopedia and Dictionary*

of Medicine, Nursing and Allied Health, 3rd ed., W.B. Saunders, 1983, pp. 200 -201.

ONLINE REFERENCE WORK

- Online reference work entries include the same information as their print counterparts (when available) as well as a DOI (https://doi.org/xxx-xx) or URL and, if required, a date of access.

SAMPLE

Adkins, A. W. H., and John Richard Thornhill Pollard. "Greek Mythology." *Encyclopædia Britannica*, 13 Feb.

2019, www.britannica.com/topic/Greek-mythology.

WEBSITES

FORMATTING NOTES:

- **When providing URLs, remove everything before and including any double forward slash //.**
- **Publication date:**
  - It is common practice to include all available date information.
  - All months over four letters are abbreviated.
  - While not required, the MLA recommends including a **date of access** for online material if no publication is date available or if content is likely to change or be removed.
- **Author**
  - If **no author** is given, begin the entry with the title of work.
  - If the **author of the work is an organization** and that organization is also the publisher, start the entry with the title of the work and list the organization as the publisher.

- **Publisher**
  - On personal websites the author is the publisher. It is not necessary to repeat the name.
  - When the publisher is the same as the title of the website, omit the publisher.

WORK ON A WEBSITE

TEMPLATE

Author's Last Name, First Name. "Title of the Work." *Title of Website***. Publisher of Website (if different from website title), Date of Publication, URL. Accessed Day Month Year (if required).**

SAMPLES

Frye, Carrie. "How to Be a Monster: Life Lessons from Lord Byron." *The Awl*, Michael Macher, 15 Mar. 2013, www.theawl.com/2013/03/how-to-be-a-monster-life-lessons-from-lord-byron/. Accessed 20 June 2019.

"Problem Statement." *The Inside-Out Prison Exchange Program,* Temple University, www.insideoutcenter.org/about-problem-statement.html. Accessed 21 June 2019.

ENTIRE WEBSITE

TEMPLATE

Last Name, First Name, role or contribution to website (if other than author). *Title of Website.* **Publisher of Website (if different from website title), Date of Publication, URL. Accessed Day Month Year (if required).**

SAMPLE

Hoke, Jeff. *The Museum of Lost Wonder.* 2017, www.lostwonder.org/. Accessed 21 June 2019.

BLOG ENTRY

TEMPLATE

Author's Last Name, First Name. "Title of Blog Entry." *Name of Blog,* **Day Month Year, Time, URL. Accessed Day Month Year (if required).**

SAMPLE

Fritz, Katherine. "Me, Too." *I Am Begging My Mother Not to Read This Blog,* 17 Oct. 2017, iambeggingmymothernottoreadthisblog.com/2017/10/17/me-too/. Accessed 22 June 2019.

GENERATIVE AI

Artificial intelligence (AI) is the capacity of machines or software to engage in processes, such as decision making, image creation, or composition, typically associated with human beings or animals. **Generative AI** is artificial intelligence that has been trained on large data sets to recognize and predict patterns. **Large language models** are a type of generative AI trained on texts and able to predict patterns in language. This prediction allows them to create human-like responses to prompts or questions. It is important to note that responses are based on probability not reality or verifiable facts.

Because of its weak relationship with verifiable information, the MLA indicates that writers should verify the validity of AI generated information including that of secondary sources and provide in-text

citations, notes, and works cited entries to acknowledge its contributions to their work. See page 15 for more information on when to use in-text citations and when to use notes.

TEMPLATE

"Prompt, question, or description of work generated by AI" type of work, prompt, or follow-up prompt. *AI Tool,* version, Publisher, Day Month Year of content generation, Tool URL or shareable link to results.

SAMPLE

"The Lonesome Road" microfiction in the style of Jack Kerouac. *ChatGPT,* 3 Aug. version, OpenAI, 24 Aug. 2023 chat.openai.com/share/6e419eec-eba7-4a26-a0a9-c972b66b1958

"Will generative AI destroy our ability to think for ourselves?" prompt. *ChatGPT,* 13 Feb. version, OpenAI, 15 April 2023, chat.openai.com

NOTE | SOME INSTRUCTORS MAY NOT PERMIT THE USE OF GENERATIVE AI IN ANY CIRCUMSTANCES. OTHERS MAY ENCOURAGE ITS USE AND REQUIRE LESS FORMAL ACKNOWLEDGMENT OF ITS CONTRIBUTIONS. AS ALWAYS, FOLLOW GUIDELINES PROVIDED BY YOUR INSTRUCTOR.

SOCIAL MEDIA & PERSONAL COMMUNICATION

FORMATTING NOTES

- When providing URLs, remove everything before and including any double forward slash //.

SOCIAL MEDIA: FACEBOOK, TWITTER, INSTAGRAM, ETC.

TEMPLATE

Author's Last Name, First Name (if known) or Handle. "Full text of brief untitled post." or "Title of post." or Descriptive label. *Name of Site,* Day Month Year, Time, URL.

SAMPLES

@9scientist. "Cognitive Challenge." *Facebook*, 28 Aug. 2008, 12:31 pm, www.facebook.com/notes/9-scientist/cognitive-challenge/146223732737/?__tn__=HH-R

Bates, Jordan. Image of altered Google friendship definition. *Facebook,* 14 May 2019, 7:20 am, www.facebook.com/photo.php?fbid=10156006890705824&set=a.10150532548955824&type=3&theater

UNPUBLISHED LETTER

TEMPLATE

Sender's Last Name, First Name. Letter to the author. Day Month Year.

SAMPLE

Atwood, Margaret. Letter to the author. 17 Sept. 2017.

E-MAIL OR TEXT MESSAGE

TEMPLATE

Sender's Last Name, First Name. Text or Email to Recipient(s) name. Day Month Year sent.

SAMPLE

Martin, George Raymond Richard. Text message to Thiha Tayza. 21 Jan. 2019.

Rios, Victor. E-mail to the author. 22 Oct. 2018.

UNPUBLISHED INTERVIEW

TEMPLATE

Interviewee's Last Name, First Name. Interview. Conducted by Interviewer's First and Last Name(s), Day Month Year that interview was conducted.

SAMPLE

Vuong, Ocean. Interview. Conducted by Khin Aung, 17 Sept. 2019.

Jones, Nick. Telephone interview with the author. 22 Oct. 2021.

AUDIOVISUAL & MEDIA

ADVERTISEMENT

PRINT

TEMPLATE

"Title of Advertisement" or Advertisement for Company Name. *Title of Periodical,* Date of publication, page number.

SAMPLE

"Everytown for Gun Safety, and Moms Demand Action for Gun Sense in America: List of Members of Congress Who Have Taken Money from NRA Lobbyists." *The New York Times*, 21 Feb. 2018, pp. A12-A13.

Advertisement for World Wildlife Federation. *National Geographic,* July 2011, p. 18.

WEB

TEMPLATE

"Title of Advertisement" or Advertisement for Company Name. *Name of Website,* Date of publication, URL.

SAMPLE

Advertisement for Humanoide. *Ads of the World*, 25 May 2015, www.adsoftheworld.com/media/print/humanoide_technology_2.

FILM | DVD | TELEVSION| VIDEO

FORMATTING NOTES

Contributors

- **Key contributors** are individuals relevant to your focus and can be named before the title of the work.
    - If a paper analyzes the writing in a film, the screenwriter is a key contributor.
    - If the focus is on the performance, the performer is a key contributor.
    - If you name a key contributor, include the contributor's role after their name.
        - E.G. Scorsese, Martin, director.
- **Other contributors** are listed after the title. The individual's role is given before their name. If not given as a key contributor, it is customary to list the director here. E.G. Directed by Martin Scorsese.

FILM/DVD/VIDEO RECORDING

TEMPLATE

Movie Title. Other contributor's Role by First Name Last Name, Production Company or Distributor, Year of
Release.

Key Contributor's Last Name, First Name, role (optional element). *Movie Title*. Other contributors' Role(s) by
First Name Last Name, Production Company or Distributor, Year of Release.

SAMPLES

Locke. Performed by Thomas Hardy, directed by Steven Knight. Shoebox Films/IM Global, 2013.

Crowe, Russell, performer. *A Beautiful Mind.* Directed by Ron Howard, Imagine Entertainment, 2001.

SINGLE EPISODE FROM A SERIES

If you viewed the episode on a streaming service, include the streaming service after the publication date and add the *Name of Streaming Service* and URL. If you did not watch the episode on the air date, only a year is required. See "Smithereens" example below.

TEMPLATE

Key Contributor's Last Name, First Name, role (optional element). **"Title of Episode."** *Title of Show*,
**contributor's role by First Name Last Name (optional), season number, episode number, Network,
Day Month Year of Airing.**

SAMPLE

"Furs by Sebastian." *Maniac,* created by Patrick Somerville and Nick Cuse, season 1, episode 4, Netflix, 21
Sept. 2018.

Scott, Andrew, performer. "Smithereens." *Black Mirror*, created by Charlie Booker, season 5, episode 2,
Netflix, 2019, *Amazon Prime*, www.amazon.com/Black-Mirror/dp/B087QNHVKQ

STREAMING VIDEO

- Videos viewed via subscription streaming services such as *Netflix, Hulu*, and *Amazon Prime* look like their film or television counterparts but include the name of the streaming service in the entry.

TEMPLATE

Key Contributor's Last Name, First Name, role (optional element). *Title of Film or Program*. Contributor's Role by First and Last Name (optional element), Production Company or Distributor, Copyright date. *Streaming Service*, URL.

SAMPLES

Marling, Brit, and Zal Batmanglij, creators. *The OA.* Plan B Entertainment, 2016. *Netflix,* www.netflix.com/title/80044950.

ONLINE VIDEO

- **Author:** When the creator of an online video is apparent, list the author before the title. If not, do not.
- If the author's name is the same as the uploader, do not repeat the author's name.
- **Styling the Title:** For long works, such as movies, or works that appear to be independent use italics. For short works, such as music videos, or works that are part of a larger whole, use quotation marks.

TEMPLATE

Author's Last Name, First Name (if available) "Title of Video." or *Title of Video. Name of Host Site*, uploaded by screen name (if different from author), date uploaded, URL.

SAMPLES

Lavarone, Luca, and Raffaello Durso. *Doll Test: The Effects of Racism on Children. YouTube,* uploaded by Fanpage.it, Mar 21, 2016, youtu.be/QRZPw-9sJtQ.

Salads, Joey. "Taking Child in Front of Parents." *YouTube,* 18, Aug. 2018, youtu.be/TQwqRwgjQFg.

PODCAST

TEMPLATE

Last Name, First Name, role. "Title of Episode." *Title of Program*, season, episode (when available), Sponsor, Date of Release, URL (if accessed online) or *Service*. Accessed Day Month Year (if accessed online).

SAMPLES

Parvaz, Dorothy, storyteller. "Bearing Witness." *The Moth Radio Hour*, The Moth and Jay Allison of Atlantic Public Media, 12 Feb. 2019. *Spotify*.

Shankar Vedantam, host. "What Can a Personality Test Tell Us about Who We Are?" *Hidden Brain*, NPR, 15 Apr. 2019, 4:27 PM, www.npr.org/2019/04/12/712876949/what-can-a-personality-test-tell-us-about-who-we-are/. Accessed 20 June 2019.

ART OR ARTIFACT

ONLINE

TEMPLATE

Artist's Last Name, First Name. *Title of Work.* **Year Created.** *Name of Site,* **URL. Accessed Day Month Year (if required by instructor).**

SAMPLE

Nerdrum, Odd. *Crossing the Border.* 2014*. Nerdrum,* nerdrum.com/wp-content/uploads/2016/09/ Crossing-the-border.jpg. Accessed 24 June 2019.

IN A BOOK

TEMPLATE

Artist's Last Name, First Name. *Title of Work.* **Year Created.** *Title of Book,* **by Author's First and Last Name, Publisher, Year of Publication, page.**

SAMPLE

Van Eyck, Jan, *Arnolfini Portrait*. 1434. *Art across Time*, 4th ed., by Laurie Schneider Adams, McGraw Hill, 2011, p. 520.

ORIGINAL

TEMPLATE

Artist's Last Name, First Name. *Title of Work.* **Year Created. Site, City.**

SAMPLE

Brown, Tommy. *Porch Girl.* 1984. Munson Williams Proctor Art Institute, Utica.

LIVE PRESENTATION

TEMPLATE

Presenter or Performer's Last Name, First Name. "Title of Presentation." Sponsoring Institution, Date of Presentation or Performance, Location.

SAMPLE

Amal Kassir, Amal. "The Muslim on the Airplane." Mohawk Valley Community College, 20 Feb. 2019, Schafer Theater, Utica.

CLASS RESOURCES

LECTURE

- Cite material heard in a lecture as a presentation. See previous entry.

SELECTION FROM PRINTED COURSE PACK

TEMPLATE

Author's Last Name, First Name. "Title of Short Work." Course pack for Course #: Course Name, compiled by Instructor's name, semester year, Institution.

SAMPLE

Bloom, Amy. "Silver Water." Course pack for EN102: Ideas and Values in Literature, compiled by Kristen

Raab, Fall 2021, Mohawk Valley Community College.

SYLLABUS

TEMPLATE

Syllabus for Full Course Name. Taught by Instructor's First Name Last Name, semester Year, Institution, City.

SAMPLE

Syllabus for Chemical Dependencies. Taught by Melissa Thomas, Fall 2022, Mohawk Valley Community

College, Utica.

MATERIAL ON BRIGHTSPACE (or other Learning Management System [LMS])

- If the source is untitled, provide a sentence case description. E.G., "Week two slides."
- D2L is the publisher of Brightspace.

TEMPLATE

Author's Last Name, First Name (if available). "Title of Course Material." Title of course, taught by Instructor's First Name and Last Name. *Publisher of LMS*, Institution, Day Month Year of publication or posting, URL. Accessed Day Month Year (if no publication or posting date).

SAMPLE

Bradbury, Ray. "There Will Come Soft Rains." English 2: Ideas and Values in Literature, taught by Sam

McManus. *D2L*, Mohawk Valley Community College, 8 Jun 2023, mylearning.suny.edu/d2l/

EN_102/course_readings/Bradbury

COURT CASE ON A WEBSITE

Legal works such as laws and court cases are often cited in accord with legal citation standards. These standards differ significantly from those of the MLA. The association indicates that writers can choose to follow the core elements template. The following guidelines do that.

TEMPLATE

Government Entity. *Name of Case*. Day Month Year of Decision. *Title of the Website*, Publisher, URL. Accessed Day Month Year (if required).

SAMPLE

United States, Supreme Court. *Brown v. Board of Education*. 17 May 1954. *Legal Information Institute*,

Cornell U Law School, www.law.cornell.edu/supremecourt/text/347/483.

SOURCE NOTES:

This guide is based on the 9th edition of the *MLA Handbook* and information from **style.mla.org**. It makes use of the MLA citation guide created by Jocelyn Ireland and Kristen Raab. Like everything, it is a work in progress. Please report suggestions and corrections to Danielle at ddel-giudice.mvcc.edu. **This work is licensed under a Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International License.**