

Creating an MLA Works Cited List

College of Alameda Library

I. General MLA Rules and Recommendations

General comments:

- **For more information** consult the 7th ed. of the *MLA Handbook for Writers of Research Papers* (REF DESK LB2369 .G53 2009)
- **Spacing:** Type 1 space after punctuation.
- **Articles:** Ignore initial articles *A*, *An*, and *The* when alphabetizing.
- **Dates:** Begin with day, then month, then year (5 May 2004).
- **Page Numbers:** if page numbers are not known, use n. pag.
- **Author Names:** Reverse the author's first and last names for alphabetizing (Smith, John A.). If more than one author, then only reverse the first author's name to Lastname, Firstname Middle Initial and type the additional authors with Firstname Middle Initial Lastname.
- **Titles:** Titles follow authors (or editors, if no author is named). Put titles of articles and chapters or other parts of larger works in double quotation marks. Italicize titles of books and periodicals. In a title, capitalize the first word, the last word, and all principal words.
- **Database Names:** Capitalize and italicize the names of databases in citations.
- **Publication information:** First check the title page for the city of publication, publisher, and year of publication. If more than one city is listed on the title page, include only the first.

Format of Paper:

- **Margins, spacing, headers:** Typed, double spaced, with 1" top and side margins. Header should contain your last name and page numbers and appear at the top right margin, ½ " from the top.
- **Font:** Use a standard, easily readable typeface and point size such as Times Roman, 12 pt.
- **Indentation:** Indent the first word of a paragraph ½ " (or 5 spaces) from the left margin. Indent set-off quotations 1" (or 10 spaces) from the left margin.
- **First page of text:** No title page is required. Instead, type your name, the instructor's name, the course number, and the date on separate lines (double-spaced) 1 inch from the top of the first page and flush with the left margin. Do not underline the title of your paper; instead, put it in quotation marks or type it in all capital letters.

Format of Works Cited list:

- **On Separate Page:** The list of works cited appears at the end of your paper on a new page that continues with the pagination in the body of the paper and is double-spaced.
- **Title:** Center the title of "*Works Cited*" 1 inch from the top of the page.
- **Indenting:** If the citation runs onto a second line, indent that line 5 spaces or ½ inch from the left margin.
- **Order:** Alphabetize entries in the list of works cited by the author's last name. If the author is anonymous, alphabetize by the title, ignoring any initial articles (*A*, *An*, or *The*).

II. Parenthetical References (citing within text of paper):

Parenthetical references follow a quote or paraphrase **in the text of the paper** and give brief source information (**author page number**) that points readers to the detailed source information listed alphabetically at the end of the paper in the Works Cited.

Tips for Creating Parenthetical References:

- Place the parenthetical reference of author and page # in parentheses (separated by a space), at the end of the sentence, before the final period.
- If the source is an online article, replace the page number with the paragraph number preceded by the abbreviation of par. (see example below)
- If you include the author's name in a sentence, you need only put the page number of the reference in parentheses.
- If the author of a **book** is anonymous, use a shortened version of the title and italicize it.
- If the author of an **article** is anonymous, use a shortened version of the article title with quotations around it.
- Be sure to include the full citation of the parenthetical reference in your Works Cited list.
- In some cases, you may wish to quote a work that has been referred to in a source you have read. This is called **secondary referencing** because you have not read the original work. In the body of your paper, you must indicate you have not read the original work but are referring to it from a secondary source. For example: *Bloom (citing Underwood, 2002) refers to the annual Student Satisfaction Survey (45)*. In your Works Cited list, you should **only** include the reference in which you read about the original work. Do not include details about the original work because you have not read it.

EXAMPLES: Parenthetical Reference included in the Text of a Paper

Book with Author:

"Only once did a liberal TV network film a story favorable to Los Siete" (Heins 12).
← Author ← Page No.

Article from online database with NO Author:

"The project, sponsored by the Fair Housing Council of Greater Washington, Inc., found instances of discrimination in 51 out of 150 matched-pair tests" ("Testing" par. 2).
← Article Title ← paragraph no.

EXAMPLE: Corresponding Works Cited at the End of a Paper

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Works Cited
Heins, Marjorie. <u>Strictly Ghetto Property: The Story of Los Siete de la Raza</u> . Berkeley, Ca: Ramparts Press, 1972. Print.
"Testing Puts Lenders in Bad Light." <i>ABA Banking Journal</i> 90.5 (May 1998): 8. <i>Expanded Academic ASAP</i> . Web. 13 October 2009.

III. Works Cited List (citing at end of paper):

BOOKS	
<i>Basic Elements and Format for Citations</i>	<i>Sample Citations</i>
Single Author Last name of author, First name. <i>Title</i> . City: Publisher, Date. Medium.	Abeele, Robert. <i>Democracy Gone: A Chronicle of the Last Chapters of the Great American Democratic Experiment</i> . Lanham: Hamilton Books, 2009. Print.
Joint Authors Last name of author, First name and First name Last name of 2 nd author. <i>Title</i> . City: Publisher, Date. Medium.	Lathrop, Ann and Kathleen Foss. <i>Student Cheating and Plagiarism in the Internet Era: A Wake-up Call</i> . Englewood: Libraries Unlimited, 2000. Print.
More Than Three Authors Last name of author, First name, et al. <i>Title</i> . City: Publisher, Date. Medium.	Ellis, David B., et al. <i>Becoming a Master Student</i> . 11 th ed. Boston: Houghton Mifflin, 2006. Print.
No Author Indicated <i>Title</i> . City: Publisher, Date. Medium.	<i>College Board of Majors</i> . New York: College Board, 2009. Print.
An Edited Book Editor's Last name, First name, ed. <i>Title</i> . City: Publisher, Date. Medium.	Moss, Glenda, ed. <i>Critical Reading in the Content Areas</i> . Dubuque: McGraw/Dushkin, 2005. Print.
Each Chapter is by a Different Author (anthology) Author of Chapter's Last name, First name. "Title of Chapter." <i>Title of Book</i> . Ed. Name of Editor. City: Publisher, Date. Pages of Chapter. Medium.	Fey, Harold E. "Social Security Is Unfair." <i>The Elderly: Opposing Viewpoints</i> . Ed. Karin Swisher. San Diego: Greenhaven, 1990. 130-135. Print.
Encyclopedia Article Author of Article's Last Name, first name (if known). "Title of Article." <i>Title of Encyclopedia</i> . Edition. Year. Medium.	Kuehl, Warren F., Jr. "Peace." <i>Encyclopedia Americana</i> . International ed. 2005. Print.
NONPRINT SOURCES	
Video <i>Title of Video</i> . Director. Distributor, Year of Release. Medium.	<i>It's a Wonderful Life</i> . Dir. Fank Capra. RKO, 1946. Film.
TV or Radio Program "Title of Episode." <i>Title of Program</i> . Name of Network. Call Letters, City of Local Station, Broadcast Date. Medium.	"The Phantom of Corleone." <i>Sixty Minutes</i> . CBS. WCBS, New York, 10 Dec. 2006. Television.
Interview Last name of person interviewed, First name. Personal interview. Date of Interview.	Reed, Ishmael. Personal interview. 15 Oct. 2009.
Speech or Lecture Last name of speaker, First name. "Title of Speech." Meeting. Sponsoring Organization. Location. Date. Speech.	Smith, John. "Avoiding Plagiarism." ALA Convention. American Library Association. Hyatt Regency, Chicago. 29 Dec. 2007. Speech.

JOURNAL, MAGAZINE AND NEWSPAPER ARTICLES (from online databases)	
<p><i>Provide the following elements if available</i></p> <ol style="list-style-type: none"> 1. Name of author (Last name, First name.) 2. "Title of the Article." (in quotes) 3. <i>Name of Magazine, Journal or Newspaper</i> (in italics) 4. Volume. Issue Number (Day Month Year): page numbers. <i>If no volume or issue is given then only include the (Date): page numbers. If source is a newspaper, include the edition and section after the date.</i> 5. <i>Name of the Database used</i> (italics) 6. Medium (Web) 7. Date of Access (day month year) 	<p>Article from Expanded Academic ASAP: Gaither, Milton. "Home Schooling Goes Mainstream." <i>Education Next</i> 9.1 (Wntr 2009): 10-19. <i>Expanded Academic ASAP</i>. Web. 15 Oct. 2009.</p> <p>Article from Academic Search Premier: Ashburn, Elyse, and Sara Hebel. "Poll: Students Less Engaged Than Thought." <i>Chronicle of Higher Education</i> 55.10 (2008): 1. <i>Academic Search Premier</i>. Web. 15 Oct. 2009.</p> <p>Article from SIRS: Rock, Maxine. "Human Moms' Teach Chimps It's All in the Family." <i>Smithsonian</i> (March 1995): 70-75. <i>SIRS Researcher</i>. Web. 16 October 2009.</p> <p>Newspaper Article from Lexis Nexis Academic: Baron, Neil. "A Better Way to Avoid Home Foreclosures." <i>USA Today</i> 4 Dec. 2008, first edition, Edit sec.: 11A. <i>Lexis Nexis Academic</i>. Web. 17 Oct. 2009.</p> <p>Article from CQ Researcher: Triplett, William. "Ending Homelessness." <i>CQ Researcher</i> 14.23 (2004): 541-564. <i>CQ Researcher</i>. Web. 16 Oct. 2009.</p>
INTERNET WEB PAGES (not from databases)	
<p><i>Provide the following elements if available</i></p> <ol style="list-style-type: none"> 1. Name of author. (Last name, First name.) 2. "Title of Section." (in quotes) 3. <i>Name of Web site.</i> (in italics) 4. Publisher or sponsor of the site, (if not available use N.p.) 5. Date of publication (day month year). If not available, use n.d. 6. Medium. (Web) 7. Date of access. (day month year) 8. <URL> in angle brackets 	<p>Russell, Tony. "MLA 2009 Formatting and Style Guide." <i>The Owl at Purdue</i>. Prudue University Online Writing Lab, 2009. Web. 19 Sept. 2009. <http://owl.english.purdue.edu/owl/resource/747/01/></p> <p>Alban, Debra. "Will Your Privacy be Compromised Online?" <i>Cnn.com</i>. CNN, 29 Sept. 2009. Web. 15 Oct. 2009. <http://www.cnn.com/2009/TECH/09/28/online.security.tactics/index.html></p> <p>Karr, Rick. "Media Consolidation: A Primer on Making Your Opinion Heard." <i>Bill Moyer's Journal</i>. PBS, 16 Nov. 2007. Web. 16 Oct. 2009. <http://www.pbs.org/moyers/journal/blog/2007/11/media_consolidation_a_primer_o_1.html></p>

Sample Works Cited Page

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Student's last name page #

Works Cited

"Death and Society." Narr. Joanne Silberner. *Weekend Edition Sunday*. Natl. Public Radio.

WUWM, Milwaukee, 25 Jan. 1998. Radio.

Fridell, Ron. *Global Warming*. New York: Franklin Watts, 2002. Print.

Harris, Muriel. "Abortion is Wrong." *Opposing Viewpoints: Abortion*. Ed. Ben Rafoth. New York: Greenhaven Press, 2000. 24-34. Print.

Hogan, Jenny. "Global Warming: The New Battle: It's Time to Accept that Climate Change Is

Nesmith, Jeff. "Dirty Snow Spurs Global Warming: Study Says Soot Blocks Reflection, Hurries Melting." *The Atlanta Journal-Constitution* 23 Dec. 2003, evening edition, Edit. Section: 3A. *LexisNexis Academic*. Web. 10 October 2009.

Unstoppable, But Working Out How to Adapt to It Won't Be Easy." *New Scientist* 179.2412 (13 Sept. 2003): 6-8. *Expanded Academic ASAP*. Web. 14 October 2009.

Zupek, Rachel. "Work and Class Mean Better Careers." *CNN.com*. Cable News Network, 23 Sept. 2009. Web. 15 October 2009. <<http://www.cnn.com/2009/LIVING/worklife/09/23/cb.working.returning.to.school/index.html>>.