Information you have *borrowed* from a source, such as quotations, summaries, and paraphrases, must be clearly documented.

**IN TEXT-CITATIONS**

Use parentheses within the body of your paper to cite sources. Such citations should be as concise as possible but complete enough so that readers can find the source in the list of works cited at the end of the paper, (where the work is listed alphabetically by the author’s last name or title if the author is not named).

At the end of a sentence that contains a parenthetical citation, put a period *after* the parenthesis. When the sentence ends with a quotation, put the parenthesis *outside* the quotations marks, but *inside* the period. According to the Seventh Edition of the *MLA Handbook for Writers of Research Papers*, when a quotation ends with a question mark or exclamation point, keep the original punctuation.

*Note: The examples below would normally be double-spaced. Depending on the type of source, titles may be italicized or in quotes.*

**Author not named in the sentence**

This point of Melville’s contribution to the American symbolist movement has been argued successfully (Baird 19).

**Author named in the sentence**

James Baird argues convincingly that Melville shaped a new symbolist literature (19).

**Two or more works by the same author**

Note: Use a shortened version of the book’s title in the parentheses

Good writing is often achieved “after terrible first efforts,” declares Anne Lamott (*Bird* 25).

Note: or mention the title in the sentence.

In *Bird by Bird*, Ann Lamott declares that good writing is often achieved “after terrible first efforts” (25).

**Two or three authors**

Many bronze objects from the Han period have been discovered in recent years (Cohen and Cohen 90). Cohen and Cohen report that bronze objects from the Han period have been discovered in recent years (90).

**Four or more authors**

Chan repudiates critics’ observations that her art has didactic purpose (Valdez et al. 17).

Note: Use *et al* (Latin word for *and others*) when citing four authors or more.

**No author**

Note: In the parentheses, begin with the word by which the title is alphabetized in the Works Cited.

A candidate for a management position can often expect to receive up to three interviews before an offer is made (*Directory* 73).
Work in an anthology
Note: Put the name of the author of the work (not the editor) in the sentence or in the parentheses.
A student discovers “the value of her or his own voice” with the computer conference, an important pedagogical tool in the composition classroom (Flores 115).

Entire work
Note: It is usually preferable in this case to include the author’s name in the text instead of in parentheses.
Maya Angelou’s *I Know Why the Caged Bird Sings* describes the author’s journey from victim to victor.

Passage in a novel
Note: Include information that will enable readers to find the passage in various editions of the work. Write the page and chapter numbers in the parentheses.
Tan’s narrator describes the physical features of Hulan as unattractive, then asserts she does not criticize out of anger toward her friend: “Even though I am angry, I can remember many good things about Hulan as well” (215; ch. 9).

The Bible
Note: Cite biblical passages in parentheses by giving the abbreviated name of the biblical book, chapter, and verse numbers. Ex. (Gen. 28.12-13). See the MLA Handbook pg. 227 for a complete list of abbreviations. You need to include the edition of the Bible on your Works Cited page.

LIST OF WORKS CITED (formerly called a Bibliography)
Start on a new page and title your list “Works Cited.” Then list in alphabetical order all the sources that you have cited in the paper. If the author’s name is unknown, alphabetize by the first word of the title other than *A, An,* or *The*-- which is explained throughout this handout. Subsequent lines in each entry should be indented one tab or one half inch (see attached sample Works Cited page on page 11).

Note: The examples below would normally be double-spaced.

Books
Note: Do not include affiliations, titles, or degrees for names such as *PhD.* When there is missing information, use the following to replace the information: *n.p.* for no place of publication given and no publisher given, *n.d.* for no date of publication given and *n. pag.* for no pagination given.

One author

Two or three authors


Four or more authors
Note: Use *et al.* (Latin word for and others) when citing four authors or more.
<table>
<thead>
<tr>
<th>Type of Source</th>
<th>Model</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course materials</td>
<td>An instructor may assign materials that have been uploaded to a course Web site or handed out in class. These sources do not always have complete publication information. When citing such materials, one can only give as much of the information as has been found in the source (Bedford). Pollan, Michael. “When a Crop Becomes King.” 19 July 2002. Handout. Course Materials, English 513, Summer 2002.</td>
<td></td>
</tr>
</tbody>
</table>
Graphic narrative
In a graphic narrative, text and illustrations are intermingled. If the graphic narrative was created by one person, format the Works Cited list that of any non-periodical publication.


If the graphic narrative is a collaboration, start the entry with the name of the person whose contribution is more important for the research. Follow the name with a label identifying the person’s role. List other collaborators after the title in the order in which they appear on the title page and include their roles.


“For Students” Books
There is a series of books some English instructors use called “For Students” books such as *Drama for Students, Poetry for Students, Novels for Students*, etc. Cite the section of the book you are using.

When citing text that does not mention an author, (such as the Themes, Style, Historical Context sections, etc.) from a “For Students” book, the following format should be used according to *Drama for Students*.


Specially commissioned essay, journal, newspaper essay, or reprinted material
When quoting a specially commissioned essay, a journal, newspaper essay, or material reprinted from a book, adjust the following format accordingly.

Commissioned essay

Commissioned journal or newspaper essay

Introduction, a preface, a foreword, or an afterword

Newspapers, Magazines, Journals, and other sources
Do not include articles, affiliations, titles, or degrees for names such as PhD or A, An, or The in the title of a source unless it is a non-English-language journal. When there is missing information, use the following to replace the information: n.p. for no place of publication and no publisher given, n.d. for no date of publication, and n. pag. For no pagination given.

Newspaper with a section letter

Newspaper with a section number
Newspaper article without an author
Note: Include the edition of the newspaper if it is specified on the masthead. Use a plus sign after the first page number if the article did not appear on consecutive pages.


Newspaper editorial


Weekly or biweekly magazine


Monthly or bimonthly magazine


Letter to the editor


Book or film review


Article in a print journal


Government publication


Television or radio program


Film

Film on DVD, Blu-Ray Disc, or other format

Film accessed online (Netflix, Hulu, etc.)
model
Film title. Director’s name. Distributor, Year of Release. Name of Service Provider. Medium of Publication. Day Month Year of Access. (You may give other data as needed such as the name of the performers or screen writer. If you are citing the contribution of a certain person, start the citation with that person’s name)


YouTube
To cite YouTube, use the MLA guidelines for a video found on the web. To include the supplemental information of the person or organization who uploaded the video, add it at the end.


Podcast
If it is a podcast that was viewed or listened to on the Web, cite as a short work from the Web.
If it is a podcast that was downloaded onto a computer or portable player, include the file type such as MP3 file or MOV file.


Text message
Note: Ask your instructor before using a text message
Cite the same way as an email, change the medium to “Text message.”

Tweet
Note: Ask your instructor before using a tweet
Start with the writer’s real name followed by the screen name in parentheses if it is given. In quotation marks, give the entire text using the same capitalization and punctuation as the writer. The date and time of the text are next followed by the word Tweet.

Angelou, Maya. (@Dr. Maya Angelou.) “You can only become truly accomplished at something you love. Don’t make money your goal. Instead pursue the things you love.” 9 June 2013. 2:37 p.m. Tweet.

Facebook post
Note: Ask your instructor before using a Facebook post
Begin with the writer’s name. Follow with the title of the post, if given, in quotation marks. If there is no title, use “Post.”


Song
Work of art

Photograph
For an original photograph, cite the name of the photographer, the title of the photograph, italicized; the date of composition; the medium (“Photograph”) and the institution and city in which the photograph is located. For a photograph found on the Web, omit the medium “Photograph” and include the title of the Web site, the medium “Web,” and the date of access. If you downloaded a digital file from an online source, cite as in (a) but include the type of file as the medium (JPEG file,” “Tiff file”).


Live performance of a play

Lecture, a speech, an address, or a reading


Interview you conducted
Young, Mary W. Personal Interview. 22 Oct. 1981.

Radio or television interview

Online Sources
Note: The URL is not necessary unless your instructor advises its use.

Internet Sites
Whether citing a short or long work from a web site, include the following:
Author (if any), Title and subtitle of work, title and subtitle of Web site, sponsor of website, (N.p. if none), latest update date (n.d. if none), medium, date of access.

ebooks (books from EBSCO)

**Databases**
When citing an article from a database, include the following:

**model**

Author(s) of article, title and subtitle of article, title of journal, magazine, or newspaper (italicized), volume and issue numbers (for journal), date or year of publication, page numbers of article (n.pag. if none), name of database (italicized), medium, date of access.


**Blog**
Note: Ask your instructor before using a blog.

**model**

Name of the author (if given). “Title of Entry.” Weblog Entry. Title of Weblog (Italicized). Sponsor. Update Date. Medium. Date of access.


**Digital file**
Digital files are not always on the Web or a published disc. A digital file may be a PDF file stored on a computer, a document written by someone using a word processor, an email attachment of a scanned image, or a sound recording that is formatted for a digital audio player. Cite the file according to the type of work it is, and format the entry for the Works Cited list. For the medium of publication, record the digital file format followed by the word file: PDF file, Microsoft Word file, JPEG file, MP3 file, etc. If you cannot identify the file path, use *Digital file*.


**Home page for a course**

**model**

Instructor’s Name. Title of Course. Description. Dates of the Course. Name of the Department, Name of Institution. Date of Access and URL if your instructor requests it. Information about electronic publication. Web. Access information.


**Home page for an academic department**

**model**


<table>
<thead>
<tr>
<th>Personal site model</th>
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<table>
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<tr>
<th>Professional site model</th>
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<tr>
<th>Online periodical article</th>
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<tbody>
<tr>
<td>Follow the guidelines for printed articles, and give whatever information is available in the online source. At the end of the citation, include the date of access and the address if your instructor requests it.</td>
</tr>
</tbody>
</table>


If the online book is part of a scholarly project or information database, include the editor’s name (if available) followed by information about the project or database.


<table>
<thead>
<tr>
<th>Online government publication</th>
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<tr>
<th>e-mail correspondence</th>
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<tbody>
<tr>
<td>Note: Include the author, subject line, “E-mail” followed by the recipient, and date of the message.</td>
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</table>


<table>
<thead>
<tr>
<th>Encyclopedia entry</th>
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<tbody>
<tr>
<td>Note: List the author first (if there is one); otherwise, start with the title of the entry.</td>
</tr>
</tbody>
</table>


<table>
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<tr>
<th>Online library source (such as SIRS, Academic Search Premier, CQ Researcher, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note: Use the URL from the home page of the online service instead of from the article itself if your instructor requires a URL.</td>
</tr>
</tbody>
</table>

model for SIRS
Please note:

The following abbreviations are used when you cannot supply the required information as explained on pages 2 and 4 of this handout:

n.p. Use when there is no given place of publication
n.p. Use when there is no given publisher
n.d. Use when there is no given date of publication
n. pag. Use when page numbers are not given

Information for this handout was adopted from the Seventh Edition of the *MLA Handbook for Writers of Research Papers* and the Ninth Edition of *The Bedford Handbook* by Diane Hacker and Nancy Sommers.
Works Cited


Young, Mary W. Personal interview. 22 Oct. 2010.