### Quick Reference to MLA Citation Style

#### BOOKS

Author’s last name, first name. *Book Title*. Publication Place: Publisher, Year. Print.


#### ONE ESSAY FROM REFERENCE BOOK OR ANTHOLOGY

Author’s last name, first name. “Essay Title.” *Book Title*. Ed. Editor’s first and last name. nth ed. Volume #. Place of Publication: Publisher, Year. Pages. Print.


#### DVDs

*Movie Title*. Dir. Director’s first and last name. Original Release Date. Distributor, Release Date. Format.


#### MAGAZINE OR NEWSPAPER ARTICLES

Author’s last name, first name. “Article Title.” *Magazine Title* Date: Pages. Print.


#### JOURNAL ARTICLES

Author’s last name, first name. “Article Title.” *Journal Title* Volume.Issue (Date): Pages. Print.


#### ELECTRONIC BOOKS

Author’s last name, first name. *Book Title*. Publication Place: Publisher, Year. *Database Title*. Web. Access Date.

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PERIODICAL ARTICLES FROM LIBRARY DATABASES

Author’s Lastname, Firstname. “Article Title.” Magazine Title Date: Pages. Database Title. Web. Access Date.


ONLINE PERIODICAL ARTICLES

Magazine


Academic Journal


WEB SITES

Author's Lastname, Firstname. “Page Title.” Site Title. Name of Publisher or Sponsor of Site, Date of Publication or Last Update. Web. Access Date.

[If no publisher is provided, use N.p. If no publication date is provided, use n.d.]

Quick Reference to MLA Citation Style

Format of the Paper

- Your essay should be on standard, letter size 8 1/2-by-11-inch paper
- Use an easily readable, standard size font (such as Times New Roman 12 point font)
- Double space the entire research paper, including quotations and the list of works cited.
- One inch margins should be on all sides of the text.
- Indent each new paragraph a half inch by using the tab key.
- Leave one space between sentences.
- All pages should be numbered consecutively throughout the research paper in the upper right hand corner, preceded by your last name.
- Unless your instructor requires a title page, begin the first page with:
  - Your name
  - Your instructor’s name
  - Course number
  - Date
- Double space and center the title

In-text citations

- In-text citations usually consist of the author’s last name and the page number of the citation. (Smith 47)
- If there is more than one entry with the same last name, include the first initial or full first name.
- If there is more than one work by an author, add the cited title, shortened or in full, after the author’s last name.
- Whatever word first appears in the entry on the Works Cited page should be used for the in-text citation.
- If there is no known author, use the title, shortening it if necessary.
  - (“Jaunty”)  
- For more information, consult the MLA Handbook for Writers of Research Papers (REF LB2369.G53 2009)
- or this web site: Using MLA Format http://owl.english.purdue.edu/ owl/resource/557/01

Citation Generators

Citation generators create a citation in the style you specify based on information you provide about the source.

www.bibme.org  
www.noodletools.com  
citationmachine.net  
www.calvin.edu/library/knightcite
Quick Reference to MLA Citation Style

Welter 1

Donald R. Welter  
Dr. N.H. Jones  
ENG 102  
January 21, 2013

Formatting a Paper in MLA Style  
To insert page numbers, click the Insert tab, then Page Number. Choose Top of Page and select the flush right page number.  
Type your last name, followed by a space.

Welter 2

Click Close Header and Footer.  
To create a hanging indent in a Word Document on your Works Cited page, click the arrow for the Paragraph section under the Home tab. Under Indentation, click Special, then Hanging.

Welter 3

If you have any further questions about MLA Citation Style, consult your instructor, a tutor in the Writing Center, or ask the Reference Librarian for assistance.

Welter 4

Works Cited  

Last updated 8/16/2013