

# Preparing an **MLA Style Works Cited List**

## List Format

- Begin your works cited list on a separate page from the text of the essay under the label Works Cited (with no quotation marks, underlining, etc.), which should be centered at the top of the page.
- Make the first line of each entry in your list flush left with the margin. Subsequent lines in each entry should be indented one-half inch. This is known as a hanging indent.
- Double space all entries, with no skipped spaces between entries.
- Keep in mind that underlining and *italics* are equivalent; you should select one or the other to use throughout your essay.
- Alphabetize the list of works cited by the first word in each entry (usually the author's last name)

## Basic Rules for Citations

- Authors' names are inverted (last name first); if a work has more than one author, invert only the first author's name, follow it with a comma, then continue listing the rest of the authors.
- If you have cited more than one work by a particular author, order them alphabetically by title, and use three hyphens in place of the author's name for every entry after the first.
- When an author appears both as the sole author of a text and as the first author of a group, list solo-author entries first.
- If no author is given for a particular work, alphabetize by the title of the piece and use a shortened version of the title for parenthetical citations.
- Capitalize each word in the titles of articles, books, etc. This rule does not apply to articles, short prepositions, or conjunctions unless one is the first word of the title or subtitle.
- Underline or italicize titles of books, journals, magazines, newspapers, and films.
- Use quotation marks around the titles of articles in journals, magazines, and newspapers. Also use quotation marks for the titles of short stories, book chapters, poems, and songs.
- If you're citing an article or a publication that was originally issued in print form but that you retrieved from an online database, you should provide enough information so that the reader can locate the article either in its original print form or retrieve it from the online database (if they have access).

# Basic Forms for Sources in Print

## Books

The basic format is:

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

### ***Book with one author***

Henley, Patricia. The Hummingbird House. Denver: MacMurray, 1999.

### ***Book with more than one author***

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

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

### ***Book or article with no author named***

Encyclopedia of Indiana. New York: Somerset, 1993.

"Cigarette Sales Fall 30% as California Tax Rises." New York Times 14 Sept. 1999: A17.

### ***Anthology or collection***

Peterson, Nancy J., ed. Toni Morrison: Critical and Theoretical Approaches. Baltimore: Johns Hopkins UP, 1997.

## A part of a book (such as an essay in a collection)

The basic format is:

Author(s). "Title of Article." Title of Collection. Ed. Editor's Name(s). Place of Publication: Publisher, Year. Pages.

### ***Essay in a collection***

Harris, Muriel. "Talk to Me: Engaging Reluctant Writers." A Tutor's Guide: Helping Writers One to One. Ed. Ben Rafoth. Portsmouth, NH: Heinemann, 2000. 24-34.

## Periodicals

### An article in a periodical (such as a newspaper or magazine)

The basic format is:

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

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

#### *Magazine or newspaper article*

Poniewozik, James. "TV Makes a Too-Close Call." Time 20 Nov. 2000: 70-71.

Trembacki, Paul. "Brees Hopes to Win Heisman for Team." Purdue Exponent 5 Dec. 2000: 20.

### An article in a scholarly journal

The basic format is:

Author(s). "Title of Article." Title of Journal Vol (Year): pages.

"Vol" indicates the volume number of the journal. If the journal uses continuous pagination throughout a particular volume, only volume and year are needed, e.g. Modern Fiction Studies 40 (1998): 251-81. If each issue of the journal begins on page 1, however, you must also provide the issue number following the volume, e.g. Mosaic 19.3 (1986): 33-49.

#### *Essay in a journal with continuous pagination*

Allen, Emily. "Staging Identity: Frances Burney's Allegory of Genre." Eighteenth-Century Studies 31 (1998): 433-51.

#### *Essay in a journal that pages each issue separately*

Duvall, John N. "The (Super)Marketplace of Images: Television as Unmediated Mediation in DeLillo's White Noise." Arizona Quarterly 50.3 (1994): 127-53.

# Basic Forms for Electronic Sources

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

### **A web site**

The basic format is:

Author(s). Name of Page. Date of Posting/Revision. Name of institution/organization affiliated with the site. Date of Access <electronic address>.

It is necessary to list your date of access because web postings are often updated, and information available at one date may no longer be available later. Be sure to include the complete address for the site. Also, note the use of angled brackets around the electronic address; MLA requires them for clarity.

Felluga, Dino. Undergraduate Guide to Literary Theory. 17 Dec. 1999. Purdue University. 15 Nov. 2000 <<http://omni.cc.purdue.edu/%7Efelluga/theory2.html>>. Purdue Online Writing Lab. 2003. Purdue University. 10 Feb. 2003 <<http://owl.english.purdue.edu>>.

### **An article on a web site**

The basic format is:

Author(s). "Article Title." Name of web site. Date of posting/revision. Name of institution/organization affiliated with site. Date of access <electronic address>.

It is necessary to list your date of access because web postings are often updated, and information available at one date may no longer be available later. Be sure to include the complete address for the site. Also, note the use of angled brackets around the electronic address; MLA requires them for clarity.

### ***Article on a web site***

Poland, Dave. "The Hot Button." Roughcut. 26 Oct. 1998. Turner Network Television. 28 Oct. 1998 <<http://www.roughcut.com>>.

"Using Modern Language Association (MLA) Format." Purdue Online Writing Lab. 2003. Purdue University. 6 Feb. 2003 <[http://owl.english.purdue.edu/handouts/research/r\\_mla.html](http://owl.english.purdue.edu/handouts/research/r_mla.html)>.

### **An article in an online journal or magazine**

The basic format is:

Author(s). "Title of Article." Title of Journal Volume. Issue (Year): Pages/Paragraphs. Date of Access <electronic address>.

Some electronic journals and magazines provide paragraph or page numbers; include them if available. This format is also appropriate to online magazines; as with a print version, you should provide a complete publication date rather than volume and issue number.

## ***Online journal article***

Wheelis, Mark. "Investigating Disease Outbreaks Under a Protocol to the Biological and Toxin Weapons Convention." Emerging Infectious Diseases 6.6 (2000): 33 pars. 5 Dec. 2000 <<http://www.cdc.gov/ncidod/eid/vol6no6/wheelis.htm>>.

### **An article or publication retrieved from an electronic database**

If you're citing an article or a publication that was originally issued in print form but that you retrieved from an online database that your library subscribes to, you should provide enough information so that the reader can locate the article either in its original print form or retrieve it from the online database (if they have access).

Provide the following information in your citation:

- Author's name (if not available, use the article title as the first part of the citation)
- Article Title
- Publication Name
- Publication Date
- Page Number/Range
- Database Name
- Service Name
- Name of the library where service was accessed
- Name of the town/city where service was accessed
- Date of Access
- URL of the service (but not the whole URL for the article, since those are very long and won't be able to be re-used by someone trying to retrieve the information)

The generic citation form would look like this:

Author. "Title of Article." Publication Name Volume Number (if necessary)  
Publication Date: page number-page number. Database name. Service name. Library  
Name, City, State. Date of access <electronic address of the database>.

Here's an example:

Smith, Martin. "World Domination for Dummies." Journal of Despotry Feb. 2000: 66-72.  
Expanded Academic ASAP. Gale Group Databases. Purdue University Libraries, West  
Lafayette, IN. 19 February 2003 <<http://www.infotrac.galegroup.com>>.

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The preparation of your works cited list using MLA style is covered more thoroughly in chapter six of the *MLA Style Manual* (call number: Ref PN147 .G444 1998), and chapter five of the *MLA Handbook for Writing Research Papers* (call number: Ref LB2369 .G53) 2003. Links are also available for Citation Style guides through the Library Homepage by clicking on Library Information and then Citation Styles. You can also call the reference desk for assistance at (708) 524-6875.

*This handout was adapted from a document from Purdue University's Online Writing Lab (OWL), <http://owl.english.purdue.edu/>, by Helen Long, Fall 2005.*