

MLA GUIDELINES

Recommended Web Cite for further questions: <http://owl.english.purdue.edu/owl/resource/747/01/>

Sample Entries: Books

Author's last name, first name. Book title. Additional information. City of publication:
Publisher, publication date.

A Book by One Author

Light, Richard J. Making the Most of College: Students Speak Their Minds. Cambridge:
Harvard UP, 2001.

Two or More Books by the same Author

Garreau, Joel. Edge City: Life on the New Frontier. New York: Doubleday, 1991.
---. The Nine Nations of North America. Boston: Houghton, 1981.

A Book with an Editor

Jackson, Kenneth T. Ed. The Encyclopedia of New York City. New Haven: Yale UP,
1995.

An Anthology or Compilation

Valdez, Luis, and Stan Steiner, eds. Aztlán: an Anthology of Mexican American Literature.
New York: Vintage-Knopf, 1972.

Sample Entries: Internet and Web Sources

*Author's last name, first name. "Article title" or Book Title. Publication information for any
printed version. Or subject line of forum or discussion group. Indication of online posting or
home page. Title of electronic journal. Date of electronic publication. Page numbers or the
number of paragraphs or sections. Name of institution or organization sponsoring Web site.
Day Month Year of access to the source <URL>.*

A Professional Site (No Author)

MLA Style. 4 April 2002. Modern Language Association of America. 26 Mar. 2003
<<http://www.mla.org>>.

A Personal Site

Hawisher, Gail. Home page. University of Illinois Urbana-Champaign. 26 Mar. 2003
<<http://www.english.uiuc.edu/facepages/Hawisher.htm>>.

A Book

Conrad, Joseph. Lord Jitu. London: Blackwood, 1900. Oxford Text Archive. 12 July 1993.
Oxford University Computing
Services. 20 Feb. 1998
<<ftp://ota.ox.ac.uk/pub/ota/public/english/conrad/lordjim.1824>>.

A Poem

Roethke, Theodore. "My Papa's Waltz," Favorite Poem Project.
<<http://www.favoritepoem.org/poems/roethke/waltz.html>>.
Art, Washington.

An Image

Ridgewood, Mike. "Catriona Le May Doan of Saskatoon skates to the gold." 2002. Online
image. Canadian Olympians. 23 March 2005.
<[http://www.collectionscanada.ca/Olympians/024004-199.01-
e.php?iud=3055 238-v2.jpg&uid=Filename](http://www.collectionscanada.ca/Olympians/024004-199.01-e.php?iud=3055%20238-v2.jpg&uid=Filename)>.

Documenting Sources (Direct, Partial, Paraphrase, Summary)

The purpose of parenthetical reference is to document a source briefly, clearly, and accurately.

1. Cite the author's last name and the page number(s) of the source in parentheses.
 - a. Example: One historian argues, "our politics, religion and news have been transformed" (Postman 3-4).
2. Use the author's last name in your sentence, and place only the page number(s) of the source in parentheses.
 - a. Example: Postman points out, "our politics, religion and news have been transformed" (3-4).
3. Give the author's last name in your sentence when you are citing the entire work rather than a specific section or passage, and omit the parenthetical reference.
 - a. Example: Postman argues that television has changed virtually every aspect of our culture into a form of show business.

Directly Quoting

Although quoting an author's text **word for word** (direct quotations) is the easiest way to record information, use this method selectively and quote only the passages that deal directly with your subject in memorable language.

1. Work the quoted passage into the syntax of your sentence.
 - a. Example: Morrison points out that social context prevented the authors of slave narratives, "from dwelling too long or too carefully on the more sordid details of their experiences" (109).
2. Introduce the quoted passage with a sentence and a colon.
 - a. Example: Commentators have tried to account for the decorum of most slave narratives by discussing social context: "Popular taste discourages the writers from dwelling too long or too carefully on the more sordid details of their experience" (Morrison 109).
3. Set off the quoted passage with an introductory sentence followed by a colon. (Ibis is used for long quotations that are four or more lines of prose; three or more lines of poetry). Double-space the quotation and indent it ten spaces from the left margin.
 - a. Example:

Steinbeck uses imagery to provoke the reader's senses:

The water is warm too, for it has slipped twinkling over the yellow sands in the sunlight before reaching the narrow pool. On one side of the river the golden foothill slopes curve up to the strong and rocky Gabilan mountains, but on the valley side the water is lined with trees--willows fresh and green with every spring, carrying in their lower leaf junctures the debris of the winter's flooding; and sycamores with mottled, white, recumbent limbs and branches that arch over the pool. (3)

Partial Quotations

A Partial quotation is exactly that: **part of the quotation** (think one to three words) used to liven up your writing and make it easier for the reader to follow. Place the reference within your sentence to clarify its relationship to the part of the sentence it documents.

- a. Example: Margaret Reardon mentions that today's cars are "designed with dual airbags" to protect both driver and passenger (346).
- b. Example: Graff suggests "reviewing violations or rules" (25), before coming to a judgment.

Summarizing Sources

A **Summary** condenses the content of a lengthy passage (you reformulate the main idea and outline the main points that support it.) Use Internal citation in the same format as if it were a quotation

- a. Example: Postman points out that the politics, religion and news of the nation have been transformed (3-4).

Paraphrasing Sources

A **Paraphrase** restates the content of a short passage (you reconstruct the passage phrase by phrase recasting the author's words in your own.) Present the information from a source (author's name and page numbers) in parentheses at the end of the sentence.

- a. Example: It is recommended to review all violations and exceptions to the rules before coming to a judgment (Graff 25).

Sample Research Paper

Medical Researchers do seem to agree that caffeine has a negative effect on unborn babies. In Fitness World, it is advised that pregnant women "avoid caffeine because it may increase rates of miscarriage and low birth weight" (Brehn). Unborn babies "lack the liver enzyme to break down caffeine" (Pendergrast 415). In a study in Physical and Sports Medicine, Nancy Clark summarizes these side effects:

A woman who wants to start a family should be aware that consuming over 300 milligrams of caffeine a day might increase the time it takes to get pregnant, as well as the risk of miscarriage or low-birth-weight baby. The U.S. Food and Drug Administration recommends that pregnant women avoid caffeine-containing foods. (110)

Sample Works Cited

Works Cited

- Brehn, Barbara A. "Caffeine and Health: Is Coffee Your Cup of Tea?" Fitness World July 1994. 1 Dec. 1999
<<http://www.fitnessworld.com/library/labnotes0794.html>>.
Clark, Nancy. "Caffeine: A User's Guide." Physical and Sports Medicine Nov. 1999: 19-10.
Pendergrast, Mark. Uncommon Grounds: The History of Coffee and How It Transformed Our World. New York: Basic, 1999.

Information Summarized from: Trimmer, Joseph F. A Guide to MLA Documentation. 6th ed. Boston: Houghton, 2004.