

## Guide Sheet for MLA Style

This guide sheet is designed for writers using the MLA style of documentation for their assignments. MLA style consists of parenthetical notes in the body of the paper and a works cited page at the end of the paper. The brief parenthetical note should point the reader to the complete information for a source as it is found in the works cited page. The first section of this guide sheet focuses on the works cited page; the second section discusses the use of parenthetical notes.

### I. The Works Cited Page

The works cited page, a list of all the sources used in the writing of the paper, appears at the end of the paper. This list is arranged alphabetically by the author's last name. If the author of a particular source is unknown, the item is arranged alphabetically by the title (ignoring the articles, "A," "An," or "The"). The works cited page, like the rest of the paper, should be double-spaced with no extra spaces between sources. The first line of each entry is flush with the left margin; any runover lines are indented a half inch.

What follows are examples of how some of the most common sources would appear on a MLA style works cited page. This list is by no means complete. For more information consult the MLA Handbook for Writers of Research Papers, Fifth Edition by Joseph Gibaldi. Copies are available in both the reference section of the library and the Writing Center. This text can also be purchased through Ex Libris. Remember to always check with your instructor for specific documentation guidelines.

#### Book by a Single Author:

Danto, Arthur Coleman. The Philosophical Disenfranchisement of Art. New York: Columbia UP, 1986.

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#### Book by Two or Three Authors:

Deleuze, Gilles, and Felix Guattari. A Thousand Plateaus: Capitalism and Schizophrenia. Minneapolis: UP, 1987.

Houston, John P., Helen Bee, and David C. Rimm. Invitation to Psychology. New York: Acad. P, 1983.

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**Book by More than Three Authors:**

If there are more than three authors, you may name only the first and add *et al.* (“and others”), or you may give all names in full in the order in which they appear on the title page.

Keret, Etgar, et al. Jetlag: Stories by Etgar Keret. Tel-Aviv, Israel: Actus Tragicus, 1998.

OR

Keret, Etgar, Batia Kolton, Itzik Rennert, Mira Friedmann, and Rutu Modan. Jetlag: Stories by Etgar Keret. Tel-Aviv, Israel: Actus Tragicus, 1998.

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**Edition Other than the First:**

Abrams, M.H. A Glossary of Literary Terms. 6<sup>th</sup> ed. Fort Worth: Harcourt Brace Jovanovich, 1993.

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**An Anthology or a Compilation:**

Use the name of the editor followed by the abbreviation *ed.*

Lopate, Phillip, ed. The Art of the Personal Essay: An Anthology from the Classical Era to the Present. New York: Anchor-Doubleday, 1994.

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**Component Part by One Author in a Work by Another or in a Compiled Work:**

Strawson, Galen. “The Bounds of Freedom.” The Oxford Handbook of Free Will. Ed. Robert Kane. New York: Oxford UP, 2002. 441-460.

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**Translation:**

Foucault, Michel. Discipline and Punish: The Birth of Prison. Trans. Alan Sheridan. New York: Vintage, 1995.

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**Pamphlet:**

McCesney, Robert W. Corporate Media and the Threat to Democracy. New York: Seven Stories, 1997.

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**Article in a Scholarly Journal with Continuous Pagination:**

Scholarly journals usually appear only about four times a year and present learned articles containing original research and original interpretations of data and texts. Such journals are intended not for general readers but for professionals and students in specific fields of study. In addition to the author's name, include the title of the article in quotation marks and the journal title underlined, followed by the volume number, the date enclosed in parentheses, and finally the range of pages of the article.

Norman, Judith. "Nietzsche and Early Romanticism." Journal of the History of Ideas 63 (2002): 501-519.

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**Article in a Scholarly Journal that Pages Each Issue Separately:**

For journals that page each issue separately, the issue number is included after the volume number. (In this example, the volume number is 42 and this issue number is 2.) These numbers are separated by a period and the volume number always appears first.

Sickels, Robert C. "The 1970s Disco Daze: Paul Thompson Anderson's 'Boogie Nights' and the Last Golden Age of Irresponsibility." Journal of Popular Culture 35.4 (2002): 49-60.

**Article in a Popular Magazine:**

Popular magazines are usually published weekly or monthly and are intended for a general audience.

Goldberg, Vicki. "Age of Avedon." Vanity Fair Sept. 2002:  
346-354.

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**Article in a Newspaper:**

Griffin, Michael. "Possible Gaffes Pique Debate Interest."  
Savannah Morning News 3 Oct. 2000, home ed.: A1+.

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**Article in a Reference Book:**

"Noon." The Oxford English Dictionary. 2<sup>nd</sup> ed. 1991.

**Signed Article:**

Mohanty, Jitendra M. "Indian Philosophy." The New  
Encyclopaedia Britannica: Macropaedia. 15<sup>th</sup> ed. 1987.

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**Manuscripts and Historical Documents from Special Collections:**

Benton, Thomas Hart. Letter to Charles Fremont. 22 June  
1847. John Charles Fremont Papers. Southwest Museum  
Lib., Los Angeles.

Chaucer, Geoffrey. The Canterbury Tales. Harley ms. 7334.  
British Lib., London.

"To the honble [sic] the Senator and Representatives of  
Chatham County." 25 October 1820. Keith Read  
Collection, Box 19 Folder 31, Negro Justice. Hargrett  
Rare Book and Manuscript Lib., U of Georgia Libraries,  
Athens.

**An Interview:**

For an interview, give the name of the person interviewed. If there is a specific title for the interview, write it in quotation marks (none is included in this example). Then indicate that it is an interview and give the bibliographic information for the source.

Zupcu, Ion. Interview. Lens Work 38 (2001): 61-68.

**An Interview Conducted by You:**

For an interview that you conducted, give the name of the person interviewed, the type of interview, and the date.

McCarthy, Cormac. Personal interview. 22 July 1993.

Hiers, John T. Telephone interview. 10 Dec. 1990.

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**Works of Art:**

For works of art, include the artist's name, the title of the work (underlined), the year the work was produced, and the location (museum and city) of the work..

Clark, Eliot. Savannah Nocturne, 1924. Telfair Museum,  
Savannah, Georgia.

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**Works of Art Reproduced in Books:**

Cassatt, Mary. Mother and Child, 1893. Wichita Art Museum.  
American Painting: 1560-1913. By John Pearce. New  
York: McGraw, 1964. Plate 22.

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**Film:**

Give the title of the film (underlined), the name of the director (preceded by the abbreviation *Dir.*), the distributor, and the year of release. Other relevant information—such as writers, performers, or producers—can be included between the title and distributor if desired.

Rear Window. Dir. Alfred Hitchcock. Perf. James Stewart,  
Grace Kelly, and Raymond Burr. Paramount Pictures,  
1954.

**Film on Videocassette, DVD, Laser Disc, Slide Program or Filmstrip:**

Surviving Desire. Dir. Hal Hartley. Perf. Martin Donovan,  
Mary Ward, Patricia Sullivan, and Gary Sauer. 1991.  
DVD. Fox Lorber, 2002.

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**Professional Internet Site:**

To document an online professional or personal site, begin the entry with the name of the person who created it (if given). Continue with the title of the site (underlined). Also give the date assigned to the site, such as its posting date or last update (if given). Finally give the date you accessed the site and the URL address in angle brackets.

Large, Duncan. The Friedrich Nietzsche Society Home Page.  
21 Nov. 2002. 5 Dec. 2002  
<<http://swan.ac.uk/german/fns/index.htm>>.

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**Article in an Electronic Journal:**

Include the following information (if given): author's name; title of the work or material, in quotation marks; name of the periodical, underlined; volume number, issue number or other identifying number; date of publication; the number range or total number of pages, paragraphs or sections, if they are numbered; date of access; and network address.

Browning, Tonya. "Embedded Visuals: Student Design in Web  
Spaces." Kairos: A Journal for Teachers of Writing in  
Webbed Environments 3.1 (1997). 21 Oct. 1999 <[http://  
english.ttu.edu/kairos/2.1/features/browning/  
index.html](http://english.ttu.edu/kairos/2.1/features/browning/index.html)>.

**An Online Book:**

Treat an online book as you would a regular print book, but at the end of the entry include the date of access and the network address in angle brackets.

Barsky, Robert F. Noam Chomsky: A Life of Dissent.

Cambridge: MIT P, 1997. 20 April 2001 <<http://>

[www.emedia.netLibrary.com/reader/reader.asp?product\\_id](http://www.emedia.netLibrary.com/reader/reader.asp?product_id)

=92967>.

**Information from an Online Database:**

Treat an article from an online database as you would a regular print article, but also include the name of the database (underlined), the name of the service, the name of the library (including city), the date you accessed the article, and the URL of the service's home page (in angle brackets).

Toner, Robin. "Senate Approves Welfare Plan That Would End

Aid Guarantee." New York Times 20 Sept. 1995, late

ed.: A1. Lexis-Nexis. Galileo. Jen Lib., Savannah.

12 Apr. 2002 <<http://neptune3.galib.uga.edu>>.

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**An E-mail Communication:**

Jackson, Elizabeth. "Biography." E-mail to the author. 8

June 1999.

Prendergast, Jerry. Email to the author. 27 May 2001.

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**Government Documents:**

United States. Cong. House. The Capitol, a Pictorial History of the Capitol and the Congress. 96<sup>th</sup> Cong., 1<sup>st</sup> sess. H. Doc. 95-260. Washington: GPO, 1979.

United States. Dept. of Energy. Office of Building Energy Research. Building for a Sustainable America: Case Studies. By Burke Miller. Boulder: American Scholar Society, 1997.

**II. Documenting Your Sources Using Parenthetical Notes**

The list of works cited at the end of the paper is vital to your acknowledgement of outside sources, but the list alone does not provide sufficiently detailed and precise documentation. You must indicate not only what works were used in writing the paper but also exactly what you derived from each source and exactly where in the source you found the material. The most practical way to supply this information is to insert a brief parenthetical acknowledgement in the paper wherever you incorporate another's words, facts, or ideas (frequently in the form of a quotation, paraphrase, or summary). Usually the author's last name and a page reference are enough to identify the source and the specific location from which you borrowed material.

Cesare Gentile said to Artemisia, "I want you to do a female. A woman painted by a woman—so that you can see deeply into the life of her. You might know some secret that we men do not" (Vreeland 178).

The parenthetical reference indicates that the quotations come from page 178 of a work by Vreeland. Given the author's last name, the reader can find complete publication information for the source in the alphabetically arranged list of works cited at the end of the paper.

Vreeland, Susan. The Passion of Artemisia. New York:  
 Viking, 2002.

Keep parenthetical references as brief—and as few—as clarity and accuracy permit. Give only the information needed to identify a source, and do not add a parenthetical reference unnecessarily. Identify sources by author and, if necessary, title (as when you have used two or more works by the same author).

Remember that there is a direct relation between what you integrate into your text and what you place in parentheses. If, for example, you include an author's name in a sentence, you need not repeat the name in the parenthetical page citation that follows, provided that the reference is clearly to the work of the author you mention.

**Author's Name in Text:**

Moore has argued this point (126-131).

**Author's Name in Reference:**

This point has already been argued (Moore 126-131).

**Author's Name in Text:**

Moore claims "that human activity is largely responsible for the warming of the earth's atmosphere" (126).

**Author's Name in Reference:**

According to Moore, "Human activity is largely responsible for the warming of the earth's atmosphere" (126).

**INFORMATION TAKEN FROM THE FOLLOWING SOURCES:**

Gibaldi, Joseph. MLA Handbook for Writers of Research Papers. 5<sup>th</sup> ed. New York:  
 MLA, 1999.

Hacker, Diana. The Bedford Handbook. 5<sup>th</sup> ed. Boston: Bedford Books, 1998.

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