

MLA 9th Quick Guide

Formatting Checklist:

General Document Formatting:

- 1-inch margins
- Double Space
- Font: Times New Roman
- Font Size: 12 pt.
- 1st page: Upper left corner includes name, instructor, course, & date
- Running Header: Upper right corner (1/2 inch from top)
- Running Header includes last name, space, page number (ex: Smith 2) in upper right corner
- Title is Centered

Works Cited Page Formatting:

- Works Cited is the heading used on the bibliography (or list of sources)
- Starts on a separate page
- Hanging indent (2nd & subsequent lines are indented ½ inch)
- Capitalize words in article & book titles
- Single space between citation elements (components)
- Alphabetize by author's last name or, if no author, by title

Works Cited – Core Elements:

Include the following relevant elements in each citation. Skip elements that are irrelevant to the type of source you are citing. If an item has 2 containers, you may repeat elements 3-9.

1. Author.
2. Title of source.
3. *Title of container*,
4. Contributors,
5. Version,
6. Number,
7. Publisher,
8. Publication date,
9. Location.

In-text Citations –Elements:

Purpose of in-text citations is to direct the reader to the works cited page. Whatever comes first in the works cited entry is what you will include in the in-text citations. In most cases, you would include the last name of the author and page(s).

Example: (Author 13-14)

See examples on page 2 of both works cited entries and in text citations.

Resource	Works Cited Entry	Corresponding In-text Citation
ONE AUTHOR	Green, Kristen. <i>Something Must Be Done About Prince Edward County: A Family, a Virginia Town, a Civil Rights Battle</i> . HarperCollins, 2015.	(Green 564)
TWO AUTHORS	Gillespie, Paula and Neil Lerner. <i>The Allyn and Bacon Guide to Peer Tutoring</i> . Allyn, 2000.	(Gillespie 7)
2+ AUTHORS	Wysoki, Anne Frances, et al. <i>Writing New Media: Theory and Application for Expanding the Teaching of Composition</i> . Utah State UP, 2004.	(Wysoki 27)
EDITOR	Perkins, Kathy A., editor. <i>Black Female Playwrights: An Anthology of Plays Before 1950</i> . Indiana UP, 1989.	(Perkins 87)
NO AUTHOR	<i>Handbook of Korea</i> . 6th ed., Seoul International Pub. House, 1987.	(<i>Handbook</i> 2)
SCHOLARLY ARTICLE	Jacoby, Sanford. "Employers and the Welfare State." <i>Journal of American History</i> , vol. 80, 1993, pp. 525-556.	(Jacoby 526)
SCHOLARLY ARTICLE IN DATABASE	Goldman, Anne. "Questions of Transport: Reading Primo Levi Reading Dante." <i>The Georgia Review</i> , vol. 64, no. 1, pp. 69-88. <i>JSTOR</i> , www.jstor.org/stable/41403188.	(Goldman 73)
ARTICLE ON WEB	Coates, Ta-Nahisi. "The Enduring Solidarity of Whiteness." <i>The Atlantic</i> , 8 Feb. 2016, www.theatlantic.com/politics/archive/2016/02/why-we-write/459909/.	(Coates)
NEWSPAPER ARTICLE ON WEB	Goode, Erica. "Leopards Are More Vulnerable Than Believed, Study Finds." <i>The New York Times</i> , 4 May 2016, www.nytimes.com/2016/05/05/science/leopards-are-more-vulnerable-than-believed-study-finds.html.	(Goode)
NEWSPAPER ARTICLE UNSIGNED	"The Elected Aristocracy: 12 is Enough." <i>Wall Street Journal</i> , 6 Nov. 1990, p. 22A.	("Elected" 22A)
WEB SITE	Hollmichel, Stefanie. <i>So Many Books</i> . 2003-13, sonmanybooksblog.com.	(Hollmichel)
BLOG POST	West, Jessamyn. "What I Did During National Library Week." <i>Librarian.net</i> , 15 Apr. 2016, www.librarian.net/stax/4561/what-i-did-during-national-libraryweek/.	(West)
TWEET	@persiankiwi. "We have report of large street battles in east & west of Tehran now - #Iranelection." <i>Twitter</i> , 23 June 2009, 11:15 a.m., Twitter.com/persiankiwi/status/2298106072.	(@persiankiwi)
YOUTUBE	Shimabukuro, Jake. "Ukelele Weeps by Jake Shimbakuro." <i>YouTube</i> , 22 Apr. 2006, youtube.com/watch?v=0gaWuadgL3g.	(Shimabukuro)
INTERVIEW IN PERSON	Basso, Lillian. Interview. By Mark Tenor. 4 Jul. 2016.	(Basso)
TELEVISION PROGRAM	Goodwin, R. W., director. "The Blessing Way." <i>The X-Files</i> , season 3, episode 1, Fox, 1995.	(Goodwin)
SONG	Beyoncé. "Pretty Hurts." <i>Beyoncé</i> , Parkwood Entertainment, 2013, www.beyonce.com/album/beyonce/?media_view=Songs.	(Beyoncé)
FILM	<i>Beetlejuice</i> . Directed by Tim Burton. Geffen, 1988. ** Special note: If you need to emphasize a director, performer, writer, etc. you can begin the citation with their names. **	(<i>Beetlejuice</i>)