

CITING IN MLA 7 FORMAT

Use the cards located in the library to help you cite. The cards include the correct punctuation and format. We also have access to a NoodleTools school account that you can use to cite your sources. ALWAYS USE MLA 7 FORMAT.

THE RULES:

- Begin your Works Cited page on a **separate page** at the end of your research paper. It should have the same one-inch margins and last name, page number header as the rest of your paper.
- Label the page **Works Cited** (do not italicize the words Works Cited or put them in quotation marks) and center the words Works Cited at the top of the page.
- **Double space** all citations, but do not skip spaces between entries.
- **Indent** the second and subsequent lines of citations five spaces - create a hanging indent.
- **Capitalize** each word in the titles of articles, books, etc, but do not capitalize articles, short prepositions, or conjunctions unless one is the first word of the title or subtitle: *Gone with the Wind, The Art of War, There Is Nothing Left to Lose.*
- Watch your **punctuation!** Use the cards to help you.
- Your list should be **alphabetized**. Use the first thing that appears on the citation to alphabetize, not the URL.
- URL (web address) – You do NOT need a URL for a database source. That means if you found your source on one of the library databases like World Book or Opposing Viewpoints not don't need to include the web address. You DO need a URL if you find your source on Google or on the web. Your web address has to include http://
- Medium of Publication means what type of format the information was in. Anything in print is called PRINT. Anything on the web is called WEB. Easy right!?!?
- Make it easy for yourself – many of the library databases – especially the encyclopedias – include a citation. You just have to copy and paste it into your Works Cited page. Always pick MLA format!!

CITING & EXAMPLES:

An author's name always appears in last name, first name format for any type of citation.

Books

Last name, First name. *Title of Book*. Place of Publication: Publisher, Year of Publication. Medium of Publication.

Gleick, James. *Chaos: Making a New Science*. New York: Penguin, 1987. Print.

Magazines

Author(s). "Title of Article." *Title of Periodical* Day Month Year: pages. Medium of publication.

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

Thomas A. Edison Library Media Center (Feb. 2010)

Web Sources

Provide the following information:

- Author and/or editor names (if available)
- Article name in quotation marks (if applicable)
- Title of the Website or e-book in italics.
- Any issue or version numbers available.
- Publisher information, including the publisher name and publishing date. (Usually found at the bottom of the page in small print)
- Take note of any page numbers (if available).
- Date you accessed (looked at) the material.
- URL (required if source is NOT a database source).

** Remember to use *n.p.* if no publisher name is available and *n.d.* if no publishing date is given.

Editor, author, or compiler name (if available). *Name of Site*. Version number. Name of institution/organization affiliated with the site (sponsor or publisher), date of resource creation (if available). Medium of publication. Date of access.

A Page on a Website

"How to Make Vegetarian Chili." *eHow.com*. eHow, n.d. Web. 24 Feb. 2009.

<<http://www.ehow.com/vegetarianchili.html>>.

An Article from an Online Journal

Dolby, Nadine. "Research in Youth Culture and Policy: Current Conditions and Future Directions." *Social Work and Society: The International Online-Only Journal* 6.2 (2008): n.p. Web. 20 May 2009.

An article from an Online Magazine

Bernstein, Mark. "10 Tips on Writing the Living Web." *A List Apart: For People Who Make Websites*. A List Apart Mag., 16 Aug. 2002. Web. 4 May 2009.

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<<http://www.ehow.com/vegetarianchili.html>>.

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

WORKS CITED DO NOT LOOK LIKE THIS!

Library

Google

www.ehow.com