MLA Style Quick Guide

CSN
COLLEGE OF
SOUTHERN NEVADA

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Updates

The *MLA Handbook* was recently updated to the 8th edition. The new edition places less emphasis on the type of item you are citing (e.g. book, article, etc.) and instead emphasizes the traits that are common to most citations, including authors, title, publication date, and source. Below are recommendations for citing various items using the new edition, but remember, it is ultimately your decision. Please contact a librarian or the Writing Center for assistance if you have questions.

What is MLA? What does MLA style mean?

MLA is a particular style or format (a set of rules, essentially) for structuring an essay or a research paper. The style helps your professor see exactly where you found the research that you add to the paper *and* lays out exactly how the paper should look (margins, titles, page numbers, etc.).
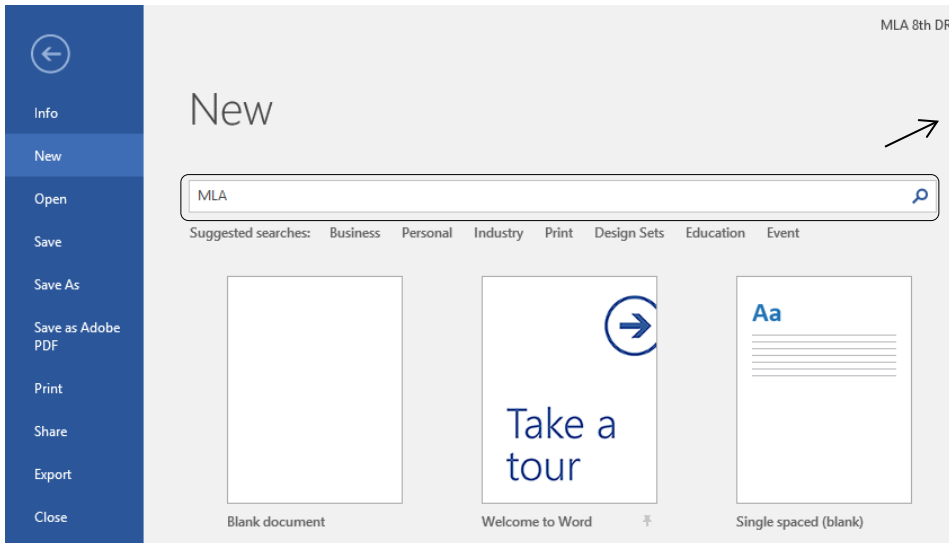
How do I write my paper in MLA style?

If you have never used MLA before, **we recommend that you speak with your professor or visit the Writing Center or Library for one-on-one assistance**. You can visit the library online at www.csn.edu/library and the Writing Center at www.csn.edu/writingcenter. You can also follow this quick guide's instructions to help you make your paper follow the rules of an MLA paper. More detailed instructions are available at http://libguides.csn.edu/MLA.

How should I start?

Step 1 – Set up the paper's format for an MLA paper before you start to write. See last page for information.

In Microsoft Word 2016

Word can help set your paper up in the MLA format. To do this:

1. Click "File"
2. Click "New"
3. Type "MLA" in the search box and hit Enter

Step 2 - Before you begin to write the essay, make a list of all the resources you have found through research that you will use (cite) in the essay. This page is called the Works Cited page and it will be on a separate page and the last page of the paper. See part 1 below.

Step 3 – Write a rough draft of the essay and mark where you use information (ideas, quotations, or paraphrasing) from a resource. This is called *in-text citation.* See examples in part 2 below.

View the complete guide at: http://libguides.csn.edu/MLA   *CSN Libraries -- Discover. Connect. Inspire.*

Part 1: Works Cited Page Citations

The Works Cited page lists the complete citations for all the sources you cited in your paper and is included at the end of your paper. The purpose of a Works Cited page is to give the reader all the information needed to find the sources that you used. All citations are listed alphabetically, by the first piece of information (usually the author). See the back of this handout for an example Works Cited page.

ELECTRONIC SOURCES

In the MLA 8th edition, items found through databases on the CSN Libraries website and items found on the free open web are *usually* cited similarly. Cases where they are cited differently are noted below.

A NOTE ON URLS

This edition of MLA includes the URLs for items you access electronically. When you access an item through a Library database, MLA asks that you use the stable URL. The stable URL is **NOT** the URL in the address bar at the top of the window in the browser. Instead, look for the URL labelled "Permalink," "Document URL," or "Stable URL," which is usually listed within the section that gives you details about the article. Also, please note that you will not include the http:// at the beginning of the URL within your citation, and there should be a period at the end of the URL.

<u>Online Journal, Scholarly or Peer-Reviewed Article</u>

FORMAT

Author Last Name, First Name. "Title of Article." *Title of Journal*, vol. #, no. #, Publication Date, pp. inclusive page

numbers. *Title of Database*, URL or DOI.

EXAMPLES

WITH A DOI:

Selden, Daniel L. "'Our Films, Their Films': Postcolonial Critique of the Cinematic Apparatus." *Postcolonial Studies*, vol.

17, no. 4, Dec. 2014, pp. 382-414. *Academic Search Premier*, doi:101080/13688790.2014.986020.

WITH A URL:

Harker, James. "Misperceiving Virginia Woolf." *Journal of Modern Literature*, vol. 34, no. 2, Winter 2011, pp. 1-21.

JSTOR, www.jstor.org/stable/10.2979/jmodelite.34.2.1.

<u>Online Magazine Article</u>

FORMAT

Author Last Name, First Name. "Title of Article." *Title of Magazine*, vol. #, no. #, Publication Date,

pp. inclusive page numbers. *Title of Database or Website*, URL.

EXAMPLES

FROM A LIBRARY DATABASE:

Fitch, Stephane. "DaVinci's Fingerprints." *Forbes*, vol. 172, no.13, Dec. 2003, pp. 178-180. *ProQuest*,

ezproxy.library.csn.edu/login?url=http://search.proquest.com/docview/195009634?accountid=27953.

FROM THE OPEN WEB:

Samuelson, Kate. "Black Lives Matter Protesters Block Access to London's Heathrow Airport." *Time*, 5 Aug. 2016.

> *Time*, time.com/4440375/black-lives-matter-protesters-block-access-to-londons-heathrow-
>
> airport/?xid=homepage.

Online News/Newspaper Article

FORMAT

Author Last Name, First Name. "Title of Article." *Title of Newspaper,* Publication Date, pp. inclusive page numbers.

> *Title of Database or Website*, URL.

EXAMPLES

FROM A LIBRARY DATABASE:

Overbye, Dennis. "A Successor to Sagan Reboots 'Cosmos'." *New York Times,* 4 Mar. 2014, pp. D2 12-3. *ProQuest*,

> ezproxy.library.csn.edu/login?url=http://search.proquest.com/docview/1503733648?accountid=27953.

FROM THE OPEN WEB:

Saint Louis, Catherine. "Feeling Guilty About Not Flossing? Maybe There's No Need." *New York Times*, 2 Aug. 2016.

> *New York Times*, www.nytimes.com/2016/08/03/health/flossing-teeth-cavities.html?_r=0.

Specific Online Pro/Con Article Database Examples

CQ Researcher

EXAMPLE

Adams, Jill U. "Can the Nation's Aging Water Infrastructure Be Fixed?" *CQ Researcher*, 15 July 2015, pp. 577-600.

> library.cqpress.com/cqresearcher/cqresrre2016071500.

Issues and Controversies

EXAMPLE

"Should Congress Raise the National Gasoline Tax?" *Issues and Controversies*, 18 Feb. 2015, ezproxy.library.csn.edu/

> login?url=http://icof.infobaselearning.com/recordurl.aspx?wid=97822&ID=14879.

Opposing Viewpoints in Context

EXAMPLE

Tapson, Mark. "Human genetic Engineering is a Dangerous Proposal to Combat Climate Change." *Genetic Engineering*,

> edited by Noel Merino, Greenhaven Press, 2013. Opposing Viewpoints. *Opposing Viewpoints in Context*,
>
> link.galegroup.com/apps/doc/EJ3010138403/OVIC?u=las55353&xid=8b82930c.

eBook

FORMAT

Author(s). *Title of Book*. Publisher, Publication Year. *Title of Database or Website*, URL.

EXAMPLE

Reynolds, Andy. *The Tour Book: How to Get Your Music on the Road*. Course Technology, 2012. *Safari ProQuest*,

ezproxy.library.csn.edu/login?url=http://proquest.safaribooksonline.com/?uiCode=ccsn&xmlId

=9781435459540.

Website

FORMAT

Author(s). "Title of Webpage." *Title of Overall Website*, Publication Date, URL. Accessed Date.

EXAMPLE

Jobson, Christopher. "Magical Photographs of Fireflies from Japan's 2016 Summer." *Colossal*, 7 Jul. 2016,

thisiscolossal.com/2016/07/2016-summer-firefly-photos. Accessed 13 Oct. 2016.

Online Video

FROM A LIBRARY DATABASE

FORMAT

"Title of Video." *Title of Database*, Publication Date. URL.

EXAMPLE

"Taboo: Blood Bonds." *Films on Demand*, 2004. ezproxy.library.csn.edu/login?url=http://fod.infobase.com/

PortalPlaylists.aspx?wID=97822&xtid=40833.

FROM THE OPEN WEB (e.g. YouTube)

FORMAT

Creator. "Title of Video." *Title of Website*, uploaded by Username, Date of Posting, URL. Accessed Date.

EXAMPLE

ABC15 Arizona. "Loretta Lynch and Bill Clinton Meet in Phoenix." *YouTube,* uploaded by ABC15 Arizona, 29 June 2016,

www.youtube.com/watch?v=sRWDP-PWunE. Accessed 12 Nov. 2016.

FROM A STREAMING SERVICE (E.G. Netflix, Hulu)

FORMAT

Movie Title. Directed by Director Name, performances by Primary Actors/Actresses, Film Studio or

Distributor, Release Year. *Streaming Service*, URL if available.

EXAMPLE

Jurassic Park. Directed by Steven Spielberg, performances by Sam Neill, Laura Dern, Jeff Goldblum,

Universal Pictures Studio, 1993. *Netflix*, https://www.netflix.com/title/60002360.

PRINT SOURCES

Book

FORMAT

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

EXAMPLE

Kozol, Jonathan. *Fire in the Ashes*. Crown Publishers, 2012.

Edited Book

This rule is most commonly used for books that have an editor and contain sections, such as essays, short stories or poems, by different authors.

FORMAT

Author(s). "Title of Section." *Title of Book*, edited by Editor Name(s), Publisher, Publication Year, pp.

inclusive page numbers.

EXAMPLE

De Maria, Walter. "The Lightning Field." *Theories and Documents of Contemporary Art: A Sourcebook of Artists'*

Writings, edited by Kristine Styles and Peter Selz, University of California Press, 1996, pp. 527-30.

Specific Edited Book Examples

Essay from Opposing Viewpoints Series

EXAMPLE

Hogan, Shanna. "Cyberbullying is Worse than Traditional Bullying." *Cyberbullying*, edited by Lauri S. Friedman, Gale

Cengage Learning, 2011, pp. 23-30.

Common Exceptions

- If there are 2 or 3 authors, include all names.

EXAMPLE

Santifort-Jordan, Charlinda, and Todd Sandler. "An Empirical Study of Suicide Terrorism: A Global Analysis." *Southern*

Economic Journal, vol. 80, no.4, April 2014, pp. 981-1001. *ProQuest,* ezproxy.library.csn.edu/

login?url=http://search.proquest.com/docview/1517471946?accountid=27953.

- If there are more than 3 authors, use the first author's name followed by et al.

EXAMPLE

Schubert, Siegfried, et al. "Northern Eurasian Heat Waves and Droughts." *Journal of Climate*, vol. 27, no. 9, 1 May

　　2014, pp. 3169-3207. *ProQuest*, ezproxy.library.csn.edu/login?url=http://search.proquest.com/

　　docview/1522775436?accountid=27953.

Part 2: In-Text Citations

When you use information you found in a source (book, article, etc.), an in-text citation gives credit to the creator of the information. The purpose of the in-text citation is to give the reader the information needed to find the source in your Works Cited list. The in-text citation goes directly after the piece of information you included.

FORMAT

(Author's Last Name page number)

EXAMPLE

In 1861, a large number of settlers made the trek West (Highman 112).

If you write the author's name in the sentence, you do not need to repeat it in the parentheses at the end.

EXAMPLE

Highman notes that in 1861, a large number of settlers made the trek to California (112).

If there is no page number listed, omit it.

EXAMPLES

One out of three textbooks are purchased as brand new (Johnson).

Johnson found that one out of three textbooks are purchased as brand new.

Common Exceptions

- If there are 2 authors, include both names.

EXAMPLES

(Highman and Smith 41)

- If there are 3 or more authors, use the first author's name followed by et al.

EXAMPLE

(Highman et al. 41)

- If there is no author, use the first piece of information you have from the citation on the Works Cited page, which is often the title of the item (title of the article, video, etc.).

EXAMPLE

("Diabetes Superfood" 12)

- If an online source does not have page numbers, omit it.
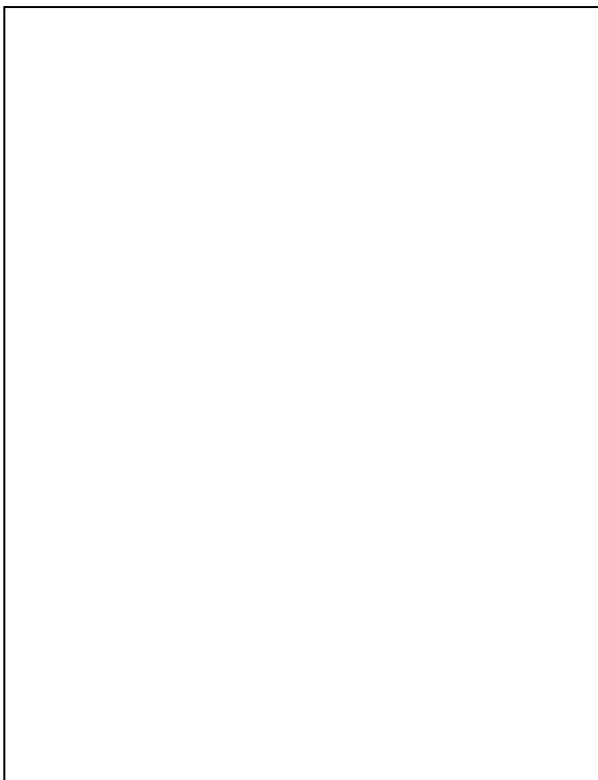
EXAMPLE

("Diabetes Superfoods")
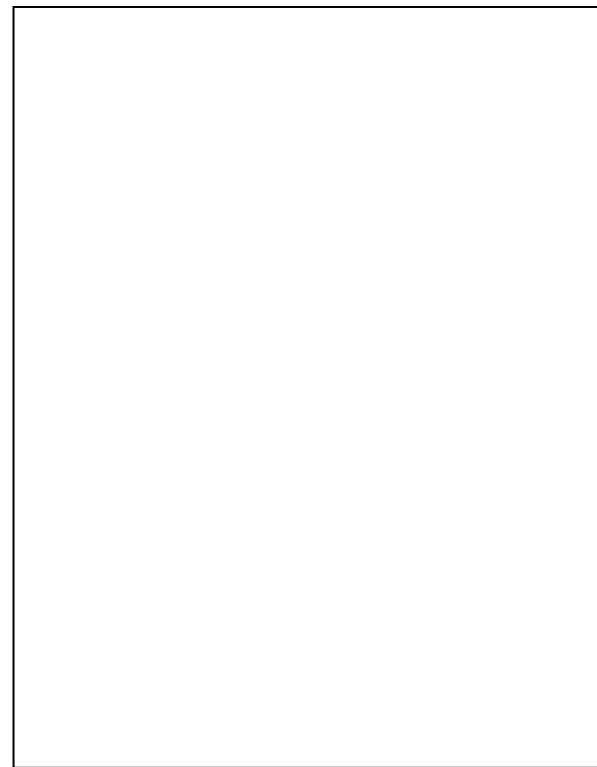
Part 3: Formatting

Sample MLA Paper

Body of Paper

Works Cited Page

✓ Use Times New Roman, 12pt font

✓ All text should be double spaced, with 1 inch margins on all sides

✓ Type your last name and page number at ½ inch from top of page

✓ Write your name, professor's name, class and date (**note**: date is day month year)

✓ Center the title of your paper

✓ Continue last name and page numbering

✓ Type "Works Cited" in center at top of page

✓ List all entries alphabetically. If the citation has more than one line, indent the rest of the lines. This special indenting is called a "hanging indent."

✓ Note that the short months are spelled out (May, June, and July) and the long months are abbreviated.