MLA Format – The Basics:

MLA stands for Modern Language Association, and is a system for citing and incorporating outside sources into your research papers.

General Guidelines:
- 12-point font
- Times New Roman
- Double-spaced throughout, no extra spacing
- 1” margins on all sides
- Header includes your last name and page number at the top right hand side of the page
- Heading should be left justified and contain the following information in this order:
  - Your Name
  - Instructor Name
  - Class Name and Section #
  - International Date (ex: 10 September 2016)
- Paper title should be centered
- Indent the first line of every new paragraph
- Book titles should be italicized, shorter works like magazine or journal articles, specific book chapters, poems, etc. should be in quotations. Do not underline.

In text citations, also called parenthetical citations, are used when you include the works of others in your essay. These citations provide the reader with the relevant source information they can then use to locate the full citation on your Works Cited page. **Any source that you include in-text MUST be listed on your Works Cited page.**

In text citations generally include the author’s last name and page number. These need to follow **every** direct quote or paraphrase. If a signal phrase contains the author’s name, then the citation would include only the page number.

Examples:

1. Wordsworth stated that Romantic poetry was marked by a "spontaneous overflow of powerful feelings" (263).

2. Romantic poetry is characterized by the "spontaneous overflow of powerful feelings" (Wordsworth 263).

3. Wordsworth extensively explored the role of emotion in the creative process (263).
If your source does not have an author, then the citation would include a shortened title plus page number, if a page number is available. Titles follow the same punctuation rules as stated above.

Example:

We see so many global warming hotspots in North America likely because this region has “more readily accessible climatic data and more comprehensive programs to monitor and study environmental change . . .” (“Impact of Global Warming”).

**Works Cited Reference Sheet:**

A Works Cited page is the list of full citations for the sources contained in your essay. **Always make sure that the sources listed on your Works Cited match the sources listed in the text of your essay.**

Your Works Cited page should begin on a separate page at the end of your research paper. It will use the same margins and header (Last name, page number) as your essay. The words “Works Cited” should be centered at the top of the page. Do not bold, underline, or italicize these words.

All sources listed on a Works Cited page should be alphabetized by author’s last name OR by title if a sources has no author. They should be double spaced. If a citation runs onto a second or subsequent line, use a *hanging indent*.

Capitalize each word in book, article, or other source titles. Do not capitalize any articles, prepositions, or conjunctions unless one is used as the first word in a title.

Use italics for book titles and quotations for specific book chapters, magazine, or journal articles. Do not underline.

For online sources use a DOI (digital object identifier), if available, otherwise use a URL. This will be the last part of the citation and should be followed by a period. (see examples below)

All citations must end with a period.

**Basic Forms and Examples:**

1. Single Author:

   Author Last Name, First Name. *Title of Book*. City of Publication: Publisher, Date.

2. Two or more Authors:

Author Last Name, First Name, and Author First Name Last Name. *Title of Book.* City of Publication: Publisher, Date.


3. Basic Article with Author:

Magazine-
Author(s). "Title of Article." *Title of Periodical,* Day Month Year, pages.


Newspaper –

Authors(s). “Title of Article.” *Title of Periodical,* Day Month Year, pages.


4. Basic Online Article with Author:

Author(s). “Title of Article.” *Title of Web Site.* Publisher Name, Day Month Year, URL.


*Per the 2016 update, Date of Access is optional.

5. Article with No Author:

“Title of Article.” *Title of Periodical,* Day Month Year, pages.

"Business: Global Warming's Boom Town; Tourism in Greenland." *The Economist,* 26 May 2007, p. 82.

For all other citation examples see the MLA Handbook or visit: https://owl.english.purdue.edu/owl/section/2/11/