

## What is MLA referencing?

MLA (Modern Language Association) style is one way of documenting the sources you use in research papers. Other methods include APA style and Chicago style. Ask your professors which methods of documentation they prefer. For additional information and examples please refer to the copy of the MLA Handbook located in the Learning Support Centre in the GPRC Library.

## Why Cite Sources?

When writing a paper, we often build upon the information and ideas of others. When information is borrowed from others, we must give them credit. Citing sources accomplishes the following:

- Provides a way to give proper credit to the sources used in writing the paper
- Enables the reader to find the information for themselves
- Adds credibility and provides strength for your arguments

## When to Cite Sources?

In the body of your essay, you must cite every **direct quotation** and **every idea** that you got from a particular source. If you do not cite your sources, you are **plagiarizing**. You do not have to cite ideas that are considered general knowledge.

At the end of your essay, include a “**Works Cited**” page in which you include all the sources you cited in your essay, and only the sources you cited in your essay.

The in-text references and list of **Works Cited** work together to give complete credit to the sources used in writing the paper. The in-text reference in the paper should correspond with the beginning of the citation in the Works Cited.

## Formatting a Paper in MLA Style

- Use standard 8.5 x 11 inch good quality white paper.
- Avoid fonts that are hard to read. The recommended font in MLA style is 12-pt Times Roman, but 12-pt Arial or Courier is allowed.
- Double space throughout the paper.
- Left justify your margins. This means the left margin should be flush to the left side of the page and the right margin should be uneven.
- Indent the first line of every paragraph five spaces or a standard tab key space.
- One space after all punctuation, including punctuation at the end of sentences.
- A title page and abstract are not required. Your essay begins on page one.
- All pages are numbered consecutively, starting on first page.
- Each paper's header (which includes the author's (your) last name and page number) sits ½ inch from the top and 1 inch from the top right corner of the page. One space is sufficient between the author's last name and page number.
- Consult your instructor about their preferred method of binding the essay- whether it is a folder, paperclip or staple. The MLA Handbook for Writers of Research Papers suggests securing your paper with a paperclip.

## Formatting Titles

- **Underline** titles when they are from books, plays, pamphlets, periodicals (journals, magazines, newspapers), films, compact discs, audiocassettes, and paintings
- Use **quotation marks** around titles that are from articles, essays, short stories, poems, chapters of books, and songs

## MLA Style Examples

MLA style requires brief references **in the text of the paper** and complete reference information **at the end of the paper**. Here are some general guidelines.

<b>In-Text References</b>	<b>Works Cited</b>
<p>For <b>rephrased</b> information (information put into your own words) and for <b>quoted</b> information (information copied word for word):</p> <ol style="list-style-type: none"><li>1. Use the <b>authors' surname within the sentence</b> providing the page number in brackets at the end of the sentence, before the period</li></ol> <p style="text-align: center;">Or</p> <ol style="list-style-type: none"><li>2. Provide the author's surname and page number in brackets at the end of the sentence, before the period</li></ol>	<p>The list of sources is titled "Works Cited" and is located at the end of the paper on a separate page.</p> <ul style="list-style-type: none"><li>• Alphabetize entries by the first word of the entry</li><li>• Entries are double spaced and the second line of an entry is a hanging indent of a half inch (standard tab space)</li><li>• Provide the author's name as it appears on the title page; do not use initials for names given in full</li><li>• Capitalize all significant words in titles</li><li>• Underline the titles of books and periodicals</li><li>• One space after all punctuation</li><li>• List only works that were referenced in the text of the paper (except personal communications)</li></ul>

In-Text Reference and Reference Page Examples:

	<b>In-Text References</b>	<b>Reference Page</b>
<b>Book- One Author</b>	<p><b>(author) (page number)</b> Thomas found... (156).</p> <p>Or</p> <p>... (Thomas 156).</p>	<p><b>(author) (title-underlined)</b> Thomas, Ronald R. <u>Detective Fiction</u>  <u>and the Rise of Forensic Science.</u></p> <p><b>(City, State) (Publisher)</b> Cambridge, UK: Cambridge UP,</p> <p><b>(Year)</b> 1999.</p>
<b>Book- Two or three Authors</b>	<ul style="list-style-type: none"> <li>• Use “and” between author’s names</li> </ul> <p>Bloom and Blair compared... (14).</p> <p>Or</p> <p>... (Bloom and Blair 14)</p>	<ul style="list-style-type: none"> <li>• Cite all authors and only reverse the name of the first author</li> </ul> <p>Bloom, Jonathan, and Sheila Blair.</p> <p><u>Islam: A Thousand Years of Faith</u> <u>and Power.</u> New York, NY: TV Books, 2000.</p>

<p><b>Editor and <u>No</u> Author</b></p>	<ul style="list-style-type: none"> <li>• Since the information was edited, do not use the editor's name as if he or she wrote it</li> </ul> <p>... (Price 186).</p>	<p>Price, Richard T., ed. <u>The Spirit of the Alberta Indian Treaties</u>. 3<sup>rd</sup> ed. Edmonton, AB: University of Alberta Press, 1999.</p>
<p><b>Author and Editor</b></p>	<p>Lewis supports the argument... (145).</p> <p>Or</p> <p>... (Lewis 145).</p>	<p>Lewis, Barbara A. <u>What Do You Stand For? A Kids' Guide to Building Character</u>. Ed. Pamela Espeland. Minneapolis, MN: Free Spirit Publishing, 1998.</p>
<p><b>Section of a Book- With Author and Editor</b></p>	<p>Pache determined... (1045).</p> <p>Or</p> <p>... (Pache 1045).</p>	<p>Pache, Walter. "Urban Writing." <u>Encyclopedia of Literature in Canada</u>. Ed. William H. New. Toronto, ON: University of Toronto Press, 2002. 1148-1156.</p>

<p style="text-align: center;"><b>Section of a Book- With Editor and No Author</b></p>	<ul style="list-style-type: none"> <li>• Since the information was edited, do not use the editor's name as if he or she wrote it</li> </ul> <p>... (Allen 629).</p>	<p>Allen, R. E., ed. "Rhetoric." <u>The Concise Oxford Dictionary of Current English</u>. 8<sup>th</sup> ed. Oxford, UK: Oxford UP, 1990. 1033.</p>
<p style="text-align: center;"><b>Anthology- With Editor</b></p>	<ul style="list-style-type: none"> <li>• For poetry, use line numbers rather than page numbers</li> </ul> <p>In Frost's Poem... (5).</p> <p>Or</p> <p>... (Frost 5).</p>	<p>Frost, Robert. "Wind and Window Flower." <u>Anthology of American Poetry</u>. Ed. George Gesner. New York, NY: Avenal Books, 1983. 577-578.</p>
<p style="text-align: center;"><b>Anthology- With author</b></p>	<ul style="list-style-type: none"> <li>• For plays cite by division (act, scene, line) rather than page numbers. Separate each number with a period. Also, use the title rather than the author.</li> </ul> <p>In Hamlet... (1.3.25)</p> <p>Or</p> <p>... (<u>Hamlet</u> 1.3.25).</p>	<p>Shakespeare, William. <u>Hamlet</u>. <u>The Norton Introduction to Literature</u>. Carl E. Gain, Jerome Beaty, and J. Paul Hunter. 5<sup>th</sup> ed. New York, NY: Norton, 1991. 1197-1295.</p>

<p style="text-align: center;"><b>Secondary Source</b></p>	<ul style="list-style-type: none"> <li>• Whenever possible use the original source</li> <li>• In the text cite the original source and in brackets cite the secondary source with the phrase “qtd. in”</li> <li>• In this example there were more than three authors, therefore, you may list the first author and use “et al.” (and others)</li> </ul> <p>Knowles defined andragogy as... (qtd. in Selman, et al. 162).</p>	<ul style="list-style-type: none"> <li>• Cite only the secondary source in the Works Cited list</li> </ul> <p>Selman, Gordon, et al. <u>The Foundation of Adult Education in Canada</u>. 2<sup>nd</sup> ed. Toronto, ON: Thompson Education Publishing, 1998.</p>
<p style="text-align: center;"><b>A Review</b></p>	<p>In Gardner’s review of the book... (422).</p> <p>Or</p> <p>... (Gardner 422).</p>	<p>Gardner, Jared. Rev. of <u>Patterns for America: Modernism and the Concept of Culture</u>, by Susan Hegeman. <i>American Literature</i> 73.2 (2001): 423-426.</p>

<p style="text-align: center;"><b>Journal Article</b></p>	<p>Beattie provides many examples... (499).</p> <p>Or</p> <p>... (Beattie 499).</p>	<ul style="list-style-type: none"> <li>• See page 2 of this handout for information on when to italicize or underline titles</li> <li>• Issue number and year are not necessary if you are sure that the pagination is continuous</li> </ul> <p>Beattie, Valeri. "The Mystery at Thorfield: Representation of Madness in <u>Jane Eyre</u>." <u>Studies in the Novel</u> 28.4 (1996): 493-505.</p>
<p style="text-align: center;"><b>Magazine Article</b></p>	<p>McKenna evaluated the ... (70).</p> <p>Or</p> <p>... (McKenna 70).</p>	<ul style="list-style-type: none"> <li>• For magazines, it is not necessary to include the volume and issue number; however if you are not sure if it is a magazine or a journal publication, include volume and issue information</li> <li>• Provide the full publication date in the format shown below</li> </ul> <p>McKenna, Brian. "Heroism on Verrières Ridge." <u>Maclean's</u> 115.45 (11 Nov. 2002): 68-74.</p>

<p style="text-align: center;"><b>Newspaper Article</b></p>	<p>Chase reported that ... (A5).</p> <p>Or</p> <p>... (Chase A5).</p>	<ul style="list-style-type: none"> <li>• If the city name is not included in the name of the newspaper, add the city in square brackets</li> </ul> <p>Chase, Steve. "Information about Kyoto Insufficient." <u>Globe and Mail</u> [Toronto] 9 Nov. 2002: A5.</p>
<p style="text-align: center;"><b>Full Text Article from a Subscription Database</b></p>	<p>According to Schacht... (2).</p> <p>Or</p> <p>... (Schacht 2).</p>	<ul style="list-style-type: none"> <li>• Provide the reference for the article and include the name of the database (underlined), company name, name of institution providing the database and city, and date of access</li> </ul> <p>Schacht, Paul, "Dickens and the Uses of Nature." <u>Victorian Studies</u>. 34.1 (1990): 77-102 <u>Academic Search Elite</u>. EBSCO Publishing. Medicine Hat College Library, Medicine Hat. 28 Nov. 2002.</p>

<p style="text-align: center;"><b>Text Book from an Internet Site</b></p>	<p>Leacock described the event... (17)</p> <p>Or</p> <p>... (Leacock 17).</p>	<ul style="list-style-type: none"> <li>• Provide the reference for the book and include (if given) the title of the project or database, editor of project, date of electronic publication, name of sponsoring organization, date of access, and web address of the book</li> </ul> <p>Leacock, Stephan B. <u>Adventures of the Far North: A Chronicle of the Arctic Seas</u>. Toronto, ON: Glasgow, Brook and Company, 1914. <u>Our Roots: Canada's Local Histories Online</u>. 2002. University of Calgary, and Université Laval. 28 Nov. 2002.</p> <p><a href="http://www.ourroots.ca/e/toc.asp?id=1238">http://www.ourroots.ca/e/toc.asp?id=1238</a>.</p>
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<p style="text-align: center;"><b>Translation</b></p>	<p>Vanier's interpretation reveals... (45). Or ... (Vanier 45).</p>	<p>Vanier, Jean. <u>Made for Happiness: Discovering Life with Aristotle</u>. Trans. Kathryn Spink. Toronto, ON: House of Anansi Press Limited, 2001.</p>
<p style="text-align: center;"><b>Video</b></p>	<p>In the video <u>Pride and Prejudice</u>... character. Or ... (<u>Pride and Prejudice</u>).</p>	<p><u>Pride and Prejudice</u>. Dir. Robert Z. Leonard. Prod. Hunt Stromberg. Videocassette. MGM/UA Home Video, 1985.</p>
<p style="text-align: center;"><b>Pamphlet</b></p>	<p>Environment Canada's pamphlet on the ozone layer reinforces... (3). Or ... (Environment Canada 3).</p>	<p>Environment Canada. <u>The Ozone Layer</u>. Ottawa, ON: Authority of the Minister of the Environment, 1995.</p>

<p><b>Course Lecture</b></p>	<p>In The English 202A lecture, Smith presented information...</p>	<ul style="list-style-type: none"> <li>• Provide the speaker's name, title of lecture in quotation marks or course name (not in quotation marks), the sponsoring organization (if applicable), location, and date of lecture</li> </ul> <p>Smith, Bill. English 202A. Medicine Hat College. 4 Dec. 2002.</p>
<p><b>Website</b></p>	<ul style="list-style-type: none"> <li>• Cite electronic information the same way as printed works</li> <li>• If the website does not have any type of numbering (such as numbering of paragraphs) omit the page numbering</li> </ul> <p>Gray developed a timeline...</p> <p>Or</p> <p>... (Gray).</p>	<ul style="list-style-type: none"> <li>• Provide as many of the bibliographic elements as are available in the following order: name of author or compiler, titled, date of electronic publication, name of institution sponsoring the website (if applicable), date of access, and complete web address for the page from which the information was taken</li> <li>• If there is no sponsoring institution, the electronic publication date and access date will be side by side</li> </ul> <p>Gray, Terry A. <u>A Shakespeare Timeline Summary Chart</u>. 16 Sept. 2000. 2 Dec. 2002. &lt;<a href="http://shakespear.palomar.edu/timeline/summarychart.htm">http://shakespear.palomar.edu/timeline/summarychart.htm</a>&gt;.</p>

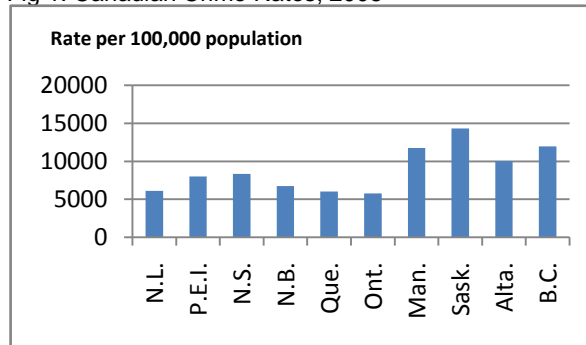
<p style="text-align: center;"><b>Short Quotation (less than 4 lines)</b></p>	<ul style="list-style-type: none"> <li>• Place quotation marks around the information that was copied word for word from the source and incorporate into text of your paper</li> <li>• You may quote just a word or phrase within your sentence</li> </ul> <p>As Olson states, “teachers are at the nexus of curriculum implementation” (171).</p> <p>Or</p> <p>“Teachers are at the nexus of curriculum implementation” (Olson 171).</p>	<p>Olson, Margaret, “Curriculum as a Multistoried Process.” <u>Canadian Journal of Education</u> 25.3 (2000): 169-187.</p>
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<p style="text-align: center;"><b>Long Quotation (more than 4 lines)</b></p>	<ul style="list-style-type: none"> <li>• Start a new line and indent 10 spaces or two tabs from the side margins</li> <li>• Do not use quotation marks</li> <li>• Copy word for word and double space</li> <li>• Place finishing punctuation marks before the page reference</li> </ul> <p>Olson (2000) concluded that:</p> <p style="padding-left: 40px;">Enacting curriculum decisions within classrooms is a complex, multistoried narrative in a dynamic process of continual negotiation. Because preservice teachers enter an ongoing narrative in process, finding their place within the story can be confusing and frustrating. Finding space to create their own curriculum story with students is difficult. (175)</p>	<p>Olson, Margaret, "Curriculum as a Multistoried Process." <u>Canadian Journal of Education</u> 25.3 (2000): 169-187.</p>
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<p style="text-align: center;"><b>Art Work</b></p>	<p>Léger's painting... (804).</p> <p>Or</p> <p>... (Léger 804).</p>	<ul style="list-style-type: none"> <li>• For an <u>original work</u> provide the artist's name, title of the work, where the work is displayed and the city</li> <li>• For art work that is a <u>reproduced copy</u> (i.e., photograph of the work in a book) also provide complete information about the book source including where the work is presented in the source (i.e., page, slide number, figure, etc.)</li> <li>• The example below is a reproduced copy of art in a book.</li> </ul> <p>Léger, Fernand. <u>The City</u>. Philadelphia Museum of Art, Philadelphia. <u>History of Art</u>. By H. W. Janson and Anthony F. Janson. New York, NY: Harry H. Abrams Incorporated, 1997. 804.</p>
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## Visuals

Fig 1. Canadian Crime Rates, 2005



Source: Statistics Canada. Crime Statistics in Canada, 2005. 12 Oct. 2007. <http://www.statcan.ca/english/freepub/85-002-XIE/85-002.XIE2006004.pdf>

**Labels** - for graphs, charts, photographs and/or maps use the label "Figure"  
- for tables use the label "Table"  
- number the label and place it flush with the left side of the visual  
- on a separate line, clearly label the visual with a title that concisely describes its subject and also place flush with the left side of the visual  
- double space the title and reference information  
- place the reference directly beneath the visual, flush with the left side of the visual  
- begin the reference with "Source:" followed by the complete reference in MLA style.

Statistics Canada. Crime Statistics in Canada, 2005. 12 Oct. 2007. <http://www.statcan.ca/english/freepub/85-002-XIE/85-002-XIE2006004.pdf>

Laura N. Josephson  
Professor Bennet  
Humanities 2710  
8 May 2003

Author of essay's name  
Professor's name  
Class Name  
Date assignment is due

Josephson 1

The header is in the top right hand corner – 1 inch from the right margin and ½ inch from the top of the page. Use author's last name, one space and page number starting with page 1.

Paragraphs indented and additional ½ inch from the left margin.

Title-centered

### Ellington's Adventures in Music and Geography

In studying the influence of Latin American, African, and Asian music on modern

American composers, music historians tend to discuss such figures as Aaron Copland, George Gershwin, Henry Cowell, Allen Hovhaness, and John Cage (Brindle; Griffiths 104-39; Hitchcock 173-98). They usually overlook Duke Ellington, whom Gunther Schuller rightly calls "one of America's great composers" (318), probably because they are familiar only with Ellington's popular pieces, like "Sophisticated Lady," "Mood Indigo," and "Solitude." Still little known are the many ambitious orchestral suites Ellington composed, several of which, such as Black, Brown and Beige (originally entitled The African Suite), The Liberian Suite, The Far East Suite, The Latin American Suite, and The Afro-Eurasian Eclipse, explore his impressions of the people, places, and music of other countries.

Not all music critics, however, have ignored Ellington's excursions into longer musical forms. Raymond Horricks compared him with Ravel, Delius, and Debussy:

The continually enquiring mind of Ellington...has sought to extend steadily the imaginative boundaries of the musical form on which it subsists...Ellington since the mid-1930s has been engaged upon extending both the imagery and the formal construction of written jazz. (122-123)

Ellington's earliest attempts to move beyond the four minute limit imposed by the ...

Block quotation- quote over 4 lines-has an additional indent and has no quotation marks.

Taken from: Gibaldi, Joseph. MLA Handbook for Writers of Research Papers. 6<sup>th</sup> ed. New York: MLA, 2003. 320.

Title is "Works Cited" and is centered at top of page.

## Works Cited

Brindle, Reginald Smith, "The Search Outwards: The Orient, Jazz, Archaisms." The New Music: The Avant-Garde since 1945. New York: Oxford UP, 1975. 133-145.

Burnett, James. "Ellington's Place as a Composer." *Gammond* 141-155.

Duke Ellington. 2002. Estate of Mercer K. Ellington. 3 June 2002.

<http://www.dukeellington.com/>

If no author is apparent, default to document title and order it alphabetically in list.

Duke Ellington's Washington. 2000. Public Broadcasting System. 3 June 2002.

<http://www.pbs.org/ellingtonsd/>

Ellington, Duke. The Afro-Eurasian Eclipse. 1971. Fantasy, 1991.

Each entry is ordered alphabetically by the author's last name. If you have multiple sources by one author, list each source individually and use three hyphens (followed by a period) in place of the author's name after initial entry.

---. Black, Brown, and Beige. 1945. RCA Bluebird, 1988.

---. The Far East Suite. 1965. RCA, 1995.

---. The Latin American Suite. 1969. Fantasy, 1990.

---. The Liberian Suite. LP. Phillips, 1947.

Gammond, Peter, ed. Duke Ellington: His Life and Music. 1958. New York: Da Capo, 1977.

Griffiths, Paul. A Concise History of Avant-Garde Music: From Debussy to Boulez. New York: Oxford UP, 1978.

Hitchcock, H. Wiley. Music in the United States: An Introduction. 2<sup>nd</sup> ed. Englewood Cliffs: Prentice, 1974.

Horricks, Raymond. "The Orchestral Suites." *Gammond* 122-131.

Lawrence, A. H. Duke Ellington and His World: A Biography. New York: Routledge, 2001.

Schuller, Gunther. Early Jazz: Its Roots and Musical Development. New York: Oxford UP, 1968.

Each entry is flush with left margin; subsequent lines for the same entry must employ a hanging indent.

Taken from: Gibaldi, Joseph. MLA Handbook for Writers of Research Papers. 6<sup>th</sup> ed. New York: MLA, 2003. 320.

## Citing Prose and Poetry Using the MLA Style: Some Examples

<p>Marxism teaches us to question everything, to question all the “values, ideas and images which tie [us]...to [our]...social functions and so prevent...a true knowledge of society as a whole” (Eagleton 17).</p>	<p>Include the writer’s name and the page number of the reference within parentheses before the period.</p>
<p>Speaking of Auden, Richard Johnson says, “few poets of the modern age have so successfully created a poetry of ideas that is also a poetry of reality” (7). Similarly, Hoggart observes in Auden “a profound desire to come to ordered moral terms with life, and...a profound difficulty in doing so” (9).</p>	<p>If you provide the writer’s name in the sentence, simply insert the page number.</p>
<p>“He was obeyed,” writes Joseph Conrad of the company manager in <u>Heart of Darkness</u>, “yet he inspired neither love nor fear, nor even respect” (87).</p>	<p>Note how you can break up quotations.</p>
<p>At the conclusion of <u>Lord of the Flies</u> Ralph and the other boys realize the horror of their actions:</p> <p style="padding-left: 40px;">The tears began to flow and sobs shook him. He gave himself up to them now for the first time on the island: great, shuddering spasms of grief that seemed to wrench his whole body. His voice rose under the black smoke before the burning wreckage of the island; and infected by that emotion, the other little boys began to shake and sob too. (186)</p>	<p>For any quotations four or more lines long, inset the quotation 10 spaces on the left, double-spacing as usual. In this case, include the citation after the end punctuation.</p>
<p>Reflecting on the “incident” in Baltimore, Cullen concludes, “of all the things that happened there/That’s all that I remember” (11-12).</p>	<p>For excerpts from poetry under three lines, use a slash to mark line endings and cite line (not page) numbers.</p>
<p>Elizabeth Bishop’s “In the Waiting Room” is rich in evocative detail:</p> <p style="padding-left: 40px;">In Worcester, Massachusetts, I went with Aunt Conseuelo to keep her dentist’s appointment ..... It was winter. It got dark early. (1-3, 6-7)</p>	<p>Inset quotations from poetry, and use a line of typed periods to signal omitted lines.</p>

Created with resources from Medicine Hat College and the [MLA Handbook for Writers of Research Papers](#), 4<sup>th</sup> Edition, 1995.