

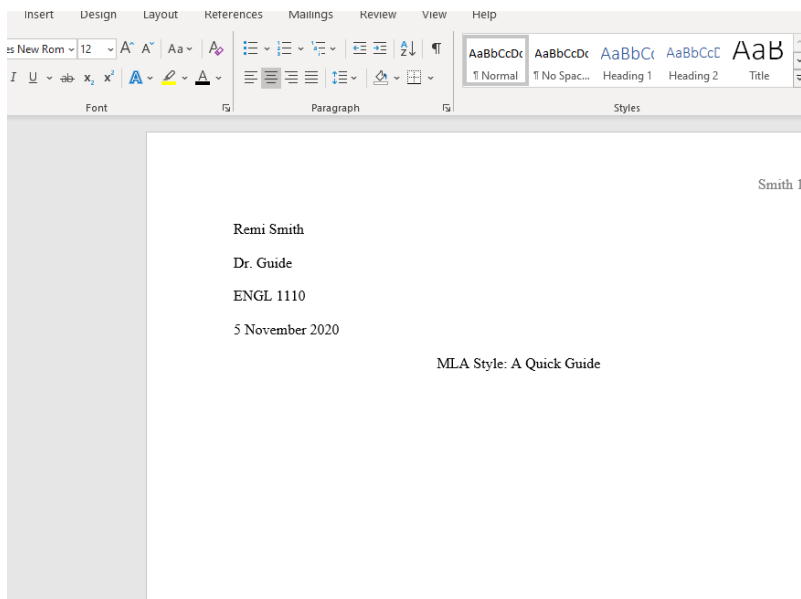
MLA Style and Formatting Guide

What is the MLA style?

MLA stands for the Modern Language Association and refers to their specific rules of formatting and style for scholarly and collegiate research papers. This style is widely used in the humanities, but you may be asked to use MLA in other classes. Always check with your instructor!

How do I format a page in MLA style?

Your MLA paper should be 12 pt. Times New Roman font, double spaced, and 1-inch margins on all sides. On the top-left corner of the first page, include your name, professor's name, class title/section, and the date. Include a header with your last name and page number at the top right corner of every page.



How to add your header:

Insert tab > Page Number > Top of the page > Select Page Number Type > Type your last name next to the number.

Text Citations

What are in-text citations?

In-text citations are used when the writer summarizes, quotes, or makes reference to any outside source within the text. They show the reader the work or person you are quoting or paraphrasing within your essay. It is crucial to attribute any quote, idea, or summary that is not your original thought to avoid any plagiarism.

How do I format an in-text citation?

- **Citing a source with one author**
 - provide the last name of the author and the page number for the source you are referencing. This allows the reader to know who you are referencing and where they can find it.
 - **Example:** (Johnson 3)

- **Citing a source with two authors**
 - **Example:** (Smith and Johnson 6)

- **Citing a source with three or more authors**
 - For a source with three or more authors, list only the first author's last name, and replace the additional names with "et al."
 - **Example:** (Johnson et al. 6)

- **What if the author is unknown?**
 - It is common to find sources in which the author isn't clearly stated. In this case, you would simply use the title of the work rather than the author's name. The title of a short piece will be placed in quotation marks, while the title of a longer piece will be italicized.
 - **Example:** ("Are Aliens Invading Our Planet" 3)

- **How do I cite multiple works by the same author?**
 - While doing research it could be possible that you need to cite two different sources that were written by the same person. If this is the case, simply putting the author's name and a page number doesn't suffice because it could cause confusion. The MLA format instructs you to give the author's last name, the title of the work, and the page number. It is important to remember that quotation marks indicate a shorter work or article, while italicized words indicate a much longer piece.
 - **Example:** (Stevens, "Do Aliens Exist?" 54)

Tag vs. Bag

- **Tag:** attributing who the author is in your writing before you give the quote or paraphrase
 - **Example:** According to Bob Smith, author of "I Love Grammar," "Grammar is awesome!" (35)
 - **Example:** Bob Smith discusses how great grammar is (35).
- **Bag:** Author and page number (if any) is in parentheses at the end of the quote or paraphrase
 - **Example:** "Grammar is awesome!" (Smith 35).

- **Example:** Grammar is really great (Smith 35).
- Tag or Bag it, never both!

Long Quotations

If the quote you're using is more than four lines of prose or three lines of verse, you must indent the quotation 1/2 inch and place it in block form. Note the format changes!

In contrast with Mellor's view, being dependent on human relationships is not solely a female characteristic, nor is it something to scorn as it is seen in *The Last Man* that men also depend on relationships in order to survive. As the knowledge of the plague permeates Verney's mind and psyche, he fearfully reflects on the safety of his family:

This feeling of universal misery assumed concentration and shape, when I looked on my wife and children; and the thought of danger to them possessed my whole being with fear...I would seek the mountain eagle's erie, and live years suspended in some accessible recess of a sea-bounding cliff—no labour too great, no scheme too wild, if it promised life to them. O! ye heart-strings of mine, could ye be torn asunder, and my soul not spend itself in tears of blood for sorrow! (Shelley 138)

Verney's dedication to his family not only represents his stereotypical, husband and father, but his dependability on his relationships with his wife. It is obvious that Verney will do anything in his power to keep his family alive, it is also clear that he does not want to live life in their absence. Verney bemoans "the vast annihilation that has

Introduce the quote

Start quote on a new line and indent entire quote 1/2 inch. Do not use quotation marks!

The punctuation goes at the end of the sentence (not after the parentheses)

Works Cited Page in the MLA Style

What is a Works Cited page?

As the title suggests, a Works Cited page is where the writer lists a group of cited works that were used throughout the essay. Your Works Cited page should: have "Works Cited" at the top-center (do not underline, bold, etc.), your entries should be double spaced, citations are listed in alphabetical order by last name (or title), and citations should have a hanging indent.

Each entry in the list of works cited is composed information from the source, and they are assembled in a specific order (see image). The concept of containers is crucial to MLA style. The term container refers to a larger portion the source belongs to. For example, your source might be a single article within a larger journal.

Citation Template

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

- **How do I cite a page on a website?**

Lundman, Susan. "How to Make Vegetarian Chili." *eHow*, www.ehow.com/how_10727_make-vegetarian-chili.html. Accessed 6 July 2015.

- **How do I cite an online academic journal article?**

Dolby, Nadine. "Research in Youth Culture and Policy: Current Conditions and Future Directions." *Social Work and Society: The International Online-Only Journal*, vol. 6, no. 2, 2008, www.socwork.net/sws/article/view/60/362. Accessed 20 May 2009.

- **How do I cite an interview?**

Morgan, Ben. Interview with Dennis Quad. *Rolling Stone*, Vol 28, issue 15, 2015, pp. 35-38.

Sample Works Cited page:

