



SLAC TIPS FOR MLA DOCUMENTATION STYLE-PRINT (8th Edition)

When one uses the words or ideas of another in their writing, they **must** cite the sources.
Failure to cite sources of information is plagiarism.

If one uses:

Exact words of the original source
Paraphrasing or rewording of a source

Then one must use:

Quotation marks and documentation.
ONLY documentation (no quotation marks).

When should one use this format?

MLA style is most commonly used to cite sources within the language arts, cultural studies, and other humanities.

**Note: There are several documentation formats; one should ALWAYS use the style assigned to them by their instructor.*

GENERAL FORMAT

- Use one-inch margins for all sides of the text
- Indent the first word of a paragraph
- Times New Roman in 12 point. (unless professor specifies otherwise)
- Double-space the entire paper
- Leave one space after a period or other concluding punctuation mark.
- Put last name followed by page numbers in upper right-hand corner.
- Upper left-hand corner of first page should list: name, instructor's name, course, and date.

**Note: Consult instructor for his or her preferences as to titles and pagination.*

FORMAT OF WORKS CITED PAGE

- List items alphabetically by the author's last name or the first major word (excluding the articles "A," "An," or "The").
- The heading "Works Cited" is centered one inch from the top of the page in regular, 12-point font.
- The Works Cited page appears at the **end of the paper** and begins on a **separate page** whose pagination is continuous with the rest of the paper.
- The Works Cited page is **double spaced**.

Source: The Modern Language Association of America. *MLA Handbook for Writers of Research Papers*. 8th ed. New York: Modern Language Association, 2016.

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- Begin each entry flush with the left margin. Then indent the subsequent line or lines one-half inch (or five spaces) from the left margin.
- Titles of books and longer works should be *italicized*; titles of articles/stories/short poems should be set off with “quotation marks.”

STANDARDS FOR IN-TEXT CITATIONS

If the author's name is mentioned, one only needs to record the page reference in parentheses at the end of the sentence; however, if the context does not clearly identify the author, one must place the author's last name before the reference:

- In *The Harvest Gypsies*, Steinbeck argues that the creation of federal camps would improve the lives of migrant workers (12).
- The creation of federal camps during the 1930s would have improved the overall quality of life for migrant workers (Steinbeck 12).

To cite multiple sources in the same parenthetical reference, separate the citations with a semi-colon:

- During the late Renaissance era, some philosophers considered citizens to be—by nature—“ungrateful” and “mutable” while others viewed them as “miserable and puny” (Machiavelli 1240; Montaigne 1343).

IN-TEXT CITATIONS FOR AN ELECTRONIC/INTERNET SOURCE:

If the source uses paragraph numbers, give the relevant number(s) preceded by the abbreviation par. or pars. (for any other sections—such as screens—write out the word, or use appropriate abbreviations). If the author’s name is not given in the sentence, then it is included in the parenthetical citation.

- Beethoven has been called the “first politically motivated composer,” for he was “caught up in the whole ferment of ideas that came out of the French Revolution” (Gardiner, screens 2-3).
- “The debut of *Julius Caesar*,” according to Sohmer, “proclaimed Shakespeare’s Globe a theater of courage and ideas, a place where an audience must observe with the inner eye, listen with the inner ear” (par. 44).

****NOTE: One should not use the print function of their computer to determine page/paragraph numbers (unless the source itself has them marked). This method of citation is not recommended in the 8th edition of the MLA Handbook.***

BLOCK QUOTES

- Use block quotes when the quotation is longer than four typed lines of text.

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- Type a space **after** the concluding punctuation mark of the quotation and insert the parenthetical reference.

John K. Mahon adds to our understanding of the War of 1812 [**shortened block quote to save space**]:

Financing the war was very difficult at the time...The loans were in the end absorbed by wealthy Americans at great hazard—also, as it turned out, at great profit to them. (385)

CORE ELEMENTS OF WORKS CITED PAGE

- In the 8th edition of the MLA Handbook, the publication format of a source is disregarded; citations must now be formatted as below:

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

****NOTE: When formatting citations, one should use the punctuation mark following each element.***

- For ease of use, provided below is a template format of an 8th edition MLA citation:

Author. *Title*. Title of container (self contained if book), Other contributors (translators or editors), Version (edition), Number (vol. and/or no.), Publisher, Publication Date, Location (pages,

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paragraphs URL or DOI). 2nd container's title, Other contributors, Version, Number, Publisher, Publication date, Location, Date of Access (if applicable).

CHANGES TO THE 8th EDITION OF THE MLA HANDBOOK

Abbreviations

- Common terms in the works-cited list like editor, edited by, translator, and review of are no longer abbreviated. The eighth edition provides a shorter list of recommended abbreviations (96–97).

Authors

- When a source has three or more authors, only the first one shown in the source is normally given. It is followed by et al. (22).

Books and Other Printed Works

- Page numbers in the works-cited list (but not in in-text citations) are now preceded by p. or pp. (46).
- For books, the city of publication is no longer given, except in special situations (51).
- Journals
- Issues of scholarly journals are now identified with, for instance, “vol. 64, no. 1” rather than “64.1” (39–40).
- If an issue of a scholarly journal is dated with a month or season, the month or season is now always cited along with the year (45).

Online Works

- The URL (without http:// or https://) is now normally given for a Web source. Angle brackets are not used around it (48, 110).
- The citing of DOIs (digital object identifiers) is encouraged (110).
- Citing the date when an online work was consulted is now optional (53).
- Placeholders for unknown information like n.d. (“no date”) are no longer used.

Publishers

- Publishers' names are now given in full, except that business words like Company (Co.) are dropped and, for academic presses, the abbreviations U, P, and UP are still used (97).
- A forward slash (/) now separates the names of co-publishers (108).
- The kinds of publications that don't require a publisher's name are defined (42).
- When an organization is both author and publisher of a work, the organization's name is now given only once, usually as the publisher (25). No author is stated.

Miscellaneous

- Full publication information is now given for widely used reference works. Page-number spans are given for articles in alphabetically arranged reference books in print. In other words, reference works are treated like other works and are no longer subject to exceptions.

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- The medium of publication is no longer stated, except when it is needed for clarity (52).

BOOKS

- **NOTE:** *Only include City of Publication if the publication date is before 1900, if the publisher is unknown outside of North America, or if the publisher has offices in multiple countries. When used, City of Publication will go before the name of the Publisher.*

1. A Book by a Single Author- Basic format

Last name, First name. *Title of Book*. Publisher, Publication Date.

Example: O'Brien, Tim. *The Things They Carried*. Houghton Mifflin, 1990.

2. Two Books by the Same Author

Last name, First name. *Title of Book*. Publisher, Publication Date.

---. *Title of Second Book*. Publisher, Publication Date.

Example: Blair, John. *Bright Angel*. Ballantine, 1992.

---. *A Landscape of Darkness*. Ballantine, 1990.

3. A Book by Two or More Authors

Last name, First name, and Full Name. *Title of Book*. Publisher, Publication Date.

Example: Eagleman, David, and Anthony Brandt. *The Runaway Species: How Human Creativity Remakes the World*. Catapult, 2017.

**Note: When a source has three or more authors, only the first author is shown in the source is normally given; it is then followed by et al.*

4. An Anthology or Compilation

Last name of editor, First name, editor(s). *Title*. City of Publication, Publisher, Year.

Example: Nye, Naomi Shihab, editor. *This Same Sky: an International Anthology of Poems for Young Readers*. Aladdin Paperbacks, 1996.

**Note: An Anthology and a collection of essays are cited in the same format*

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5. A Work in an Anthology

Last name, First name. "Title of Essay." *Title of Collection*, edited by Editor's Name(s), Publisher, Year, Page range of entry.

Example: Johnson, Vanessa. "everlasting olives." *I Let Go of the Stars in My Hand*, edited by Ormerod, Jane, et al., great weather for MEDIA, 2014, p. 47.

6. An Introduction, Preface, Foreword, or Afterword

- *If the author of the complete work is different than the author of the Introduction/Preface/Foreword/Afterword, include the full name of the author of the complete work*
- *If the introduction, preface, etc. has a title, give the title, enclosed in quotation marks, immediately before the name of the part.*

Last name, First. Introduction/Preface/Afterword. *Title of complete work*, by Last name, City of Publication, Publisher, Year, Page range.

Example: Bárcenas, Alejandro. Preface. *Los Cuatro Libros de Confucio*, Translated by Cheng Lin, Los Libros de El Nacional, 2000, pp. 3-10.

7. A Book Published in a Second or Subsequent Edition

Last name, First name. *Title of Book*. Edition, Publisher, Publication Date.

Example: Joseph, Dennis. *Teaching Mathematics Made Very Easy*. 2nd ed., Texas State University, 2013.

8. A Multivolume Work

One volume of a multivolume work: include the volume number after the work's title, or after the work's editor or translator.

Last name, First. *Title*. vol. __, Publisher, Year.

Example: Ruffin, Paul, and William Wright, editors. *The Southern Poetry Anthology*. vol. 4, Texas Review Press, 2012.

**Note: If the volume has its own title, cite as if it was a single publication.*

More than one volume of a multivolume work: cite the total number of volumes in the work.

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Example: Lauter, Paul, et al., editors. *The Heath Anthology of American Literature*. 5th ed., Houghton, 2006. 5 vols.

**Note:* For an in-text citation of any multivolume work,, one should provide both the volume number and page number(s).

9. Republished Book or Journal Issue

Last name, First. *Title*. Original publication date. Publisher, Year.

Example: Blackwood, Scott. *See How Small*. 15 Jan. 2015. Fourth Estate, 24 Sep. 2015.

**Note:* If the book was republished within the same year, then include the day and month before the year.

10. A Government Publication

Country, Agency, Additional Agencies or Subdivisions. *Title*. Publisher, Year of Publication.

Example: United States, Government Accountability Office. *Climate Change: EPA and DOE Should Do More to Encourage Progress Under Two Voluntary Programs*. Government Printing Office, 2006.

*Notes:

- *If one does not know the writer of the document, cite—as author—the government agency that issued it.*
- *State the name of the country first, followed by the agency.*
- *For congressional documents, include the number of the Congress and the session when the hearing was held or when resolution passed as well as the report number.*

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IMPORTANT NOTE: To save space here, works cited entries have not been double-spaced as they would be on an actual works cited page.

ELECTRONIC SOURCES

*Notes:

- *When applicable, cite containers such as YouTube, JSTOR, Spotify, or Netflix to easily access and verify sources.*
- *Eliminate all https:// when citing URLs.*
- *If a DOI (digital object identifier) is available, cite the DOI number instead of the URL.*
- *If you can find a permalink, use that instead of a URL. Permalinks can be found for some online newspapers and magazines through a “share” or “cite this” button.*

1. A Web Site

Last name, First. *Name of Site*. Version number, Institution/organization (sponsor or publisher), date of creation, URL, DOI or permalink. Date of access.

*Example: Current Students. Texas State University, 30 July 2018,
www.txstate.edu/current. Accessed 13 March 2019.*

**Note: If there is no author name, omit and begin citation with the name of the site.*

2. A Scholarly Journal

Last name, First. “Title of article.” *Title of journal*, vol. __, no. __, page range, URL or DOI. Date of access.

*Example: Howard, Krista, et al. " Evaluation of How Depression and Anxiety Mediate the Relationship Between Pain Catastrophizing and Prescription Opioid Misuse in Chronic Pain Populations." Pain Medicine, vol. 17, no. 2, 2016, pp. 295-303.
www.ncbi.nlm.nih.gov/pubmed/26235471. Accessed 8 Feb. 2019.*

3. Tweet

@Twitter handle. “Tweet message.” *Twitter*, Date posted, Time posted. URL.

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Example: @briancoopergeo. "I had a couple of really strong lectures today, so I'm treating myself to wings for dinner." *Twitter*, 6 Mar. 2019, 6:05 p.m., twitter.com/briancoopergeo/status/1103446506856689668?s=12

4. YouTube Video

"Title of Video." YouTube, uploaded by _____, date uploaded, URL.

Example: "Chapter 1: Variables, Controls, & Confounds." *YouTube*, uploaded by Rachel Davenport, 27 Aug. 2015, www.youtube.com/watch?v=V1KdShhYXr4&feature=youtu.be.

**Note: If the author's name is the same as the uploader, only cite the author once. If the author is different from the uploader, cite the author's name before the title.*

5. Blog Post

Editor, screen name, author, or compiler name (if available). "Title." *Name of Site*, Version number (if available), Name of institution/organization affiliated with the site (sponsor or publisher), URL. Date of access.

Example: Johnson, Allison. "Ways you can be Innovative Studying." *Common Experience*, Texas State University, www.txstate.edu/commonexperience/stories/blog/2018-10-16-innovation-studies. Accessed 12 Mar. 2019.

**Note: Include screen names as author names when author name is not known. If both names are known, place the author's name in brackets.*

6. Email

Last name, First name (of sender). "Subject of Message." Received by _____, Date of message.

Example: Leblanc, Theresa René. "MLA Handout." Received by Cody Lawson, 11 Mar. 2019.

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