**MLA Style Cheat Sheet**

* Page set-up: Type your paper using Times New Roman font with 12 point font size. Set the line spacing to double-space with 0 point before and after spacing. Set the margins to 1 inch on all sides. Indent the first line of each paragraph – tab key set 0.5 inch.
* In the upper left-hand corner of the first page, type your name, instructor’s name, course, and date. If your instructor requires a title page, include this information only on the title page; do not include it on the first page.
* On the first page of your paper insert page number: Plain Number Three and type your last name before the page number. Continue consecutive page numbering throughout your paper, including your Works Cited page, which will be on a separate page from the body of your paper.
* Center the title “Works Cited,” one inch from the top and double space each entry.
* List each entry alphabetically by the first letter of each citation (ignore *a*, *an*, or *the* if it is the first word and alphabetize by the second word).
* Give each entry a hanging indent.
* **Always use the MLA citation generator in LIRN for any resource retrieved from that database!**
* Keep publishing information minimal: e.g.: *UP* for University Press. Omit *Inc., Books, Publishers*, etc.
* **Always include URLs!**
* For complete guidelines refer to the *MLA Style Center* or *Purdue Owl: MLA Formatting and Style Guide* websites.
* Use this guide as a template for the elements and punctuation of a citation:



1. One author: Last name, First name.

Two authors: Last name, First name, and First name Last name.

Three or more authors: Last name, First name, et al.

1. Titles of any chapters or sections

that were used.

1. The title of work: book, magazine, journal, website, etc.
2. Editor(s), translators
3. Edition
4. Volume, issue number
5. Publisher
6. Publication date
7. Page numbers if in print or originally in print.
8. URL if online, Database

|  |  |
| --- | --- |
| **BOOKS: Author’s Last name, First name. “Title of chapter or section.” *Title of the work*, (if necessary - translated by or edited by First name Last name,) Vol. number ( if necessary), City of Publication, Publisher, Year the book was published, page number (s) - p or pp.** | **Parenthetical Citation** |
| **One author**  | Pink, Daniel. *A Whole New Mind: Moving from the Information Age to the Conceptual Age.* Riverhead, 2005, p.25.   | (Pink 25) |
| **Two authors**  | Hallowell, Edward, and John Ratey. *Answers to Distraction.* Anchor, 2010, p. 112. | (Hallowell and Ratay 112) |
| **Four or more authors**  | Zemke, Ron, et al. *Generations at Work: Managing the Clash of Veterans, Boomers, Xers, and Nexters in Your Workplace*. AMACOM, 2000, pp. 176-177.  | (Zemke, et al. 176 -177)  |
| **Unknown author**  | *Primary Colors: A Novel of Politics*. Random House, 1996, p.32.  | *(Primary Colors 32)* |
| **Collection or anthology**  | Howard, Russell, and Bruce Hoffman, eds. *Terrorism and Counterterrorism*. McGraw-Hill, 2012, p.15.  | (Howard and Russell 15) |
| **ARTICLES: Author’s Last name, First name. “Title.” *Publication.* Publication information (vol. #, no. - issue #), Date, page numbers. (Check journal and magazine formatting.)**  | **Parenthetical Citation** |
| **In a collection or anthology**  | Ahmad, Eqbal. “Terrorism: Theirs and Ours.” *Terrorism and Counterterrorism.* Eds. Russell Howard and Bruce Hoffman. McGraw-Hill, 2012, pp. 34-41.  | (Ahmed 38) |
| **In an encyclopedia**  | Wick, Lawrence. “Copyright. *“Encyclopedia of Management,* edited by Carl Heyel. Van Nostrand Reinhold, 1982, pp. 151-153. | (Wick 152) |
| **In a magazine**  | Cloud, John. “Minds on the Edge.” *Time.* 19 Jan. 2009, pp. 42-46. **[if the page nos. aren’t contiguous, type in the first page no. and a plus sign]**  | (Cloud 44) |
| **MOVIES: *Title*. Director. Performers. Distributor, release date.**  | **Parenthetical Citation** |
| **On a DVD** | *Sicko.* Directed by Michael Moore. Performance by Michael Moore. Dog Eat Dog Films, 2001.  | (*Sicko*) |

|  |
| --- |
| **ONLINE SOURCES: *Include the URL to a web source. Whenever possible, find and cite the copyright holder for online media: ABC, NPR, etc. rather than Hulu or YouTube.*** |
| **EBOOKS: Author’s Last name, First name. *Title of Book.* Edition. Publisher, year. *Database or Web site,* URL.** | **Parenthetical Citation** |
| **e-Book** | Primoratz, Igor. *Ethics and Sex.* Routledge, 1999. *Google Books*,books.google.com/books?id=xgNAAAAQAAJ&pg=PA70&dq=polygamy+and+ethics&lr=#v=onepage&q=polygamy%20and%20ethics&f=false. | (Primoratz) |
| **WEB PAGES:** **Author’s Last name, First name. (if known). “Title of the work (the individual page in the website) in quotation marks.” Title of the complete work or the website (if applicable) italicized, Date of publication/last update (if known), URL.**  | **Parenthetical Citation** |
| **Web page** | “What Is Plagiarism?” *Plagiarism.org*, IParadigms, LLC, www.plagiarism.org/plagiarism-101/what-is-plagiarism. | (“Plagiarism and the Internet”) |
| **OTHER WEB RESOURCES: see below.** | **Parenthetical Citation** |
| **Art or image** | van Gogh, Vincent. *Sunflowers (Still Life: Vase with Fifteen Sunflowers)*. 1889. Van Gogh Museum, Amsterdam. *Van Gogh Museum*, www.vangoghmuseum.nl/en/collection/s0031V1962. | (van Gogh) |
| **Blog** | Young, Jeffrey R. “Wikipedia Founder Discourages Academic Use of His Creation.” *Wired Campus,* The Chronicle of Higher Education, 3 August 2011. chronicle.com/blogPost/Wikipedia-Founder-Discourages/2305. | (Young) |
| **Interview** | Gross, Terry. “Drew Barrymore.” *Fresh Air*, PBS, Boston, MA, 14 Apr. 2009. | (Drew Barrymore) |
| **Performance on YouTube** | Purple Rain. “28 Pages Later: University of Alabama.” *Campus Movie Fest YouTube*, YouTube, 7 Feb. 2011, www.youtube.com/watch?v=craywtvmfsu. | **(**Purple Rain) |
| **Television episode** | “New Orleans.” *American Experience*. Narrated by Jeffrey Wright. PBS. WGBH, Boston, 12 Feb. 2007.  | (“New Orleans”) |
| **Scholarly article****Author’s Last name, First name. “Title of the article.” Title of the journal, First name Last name of any other contributors (if applicable), Version (if applicable), Numbers (such as a volume and issue number), Publication date, Page numbers. Title of the database, URL or DOI** | Braveman, Paula. “What Is Health Equality: And How Does a Life-Course Approach Take Us Further Toward It?” *Maternal Child Health Journal,* vol. 18, no. 2, July 2014, pp. 366–372.<http://link.springer.com/article/10.1007 /s10995-013-1226-9#page-2>. | (Braverman) |