



Hofstra University Library

Bibliographic Citations Modern Language Association (MLA) Format

This information sheet is designed to assist you in compiling your Works Cited page. Examples are provided of the most common kinds of formats. For complete information, please be sure to consult the *MLA Handbook for Writers of Research Papers* (6th edition), available at the Reference Desk (call # [Ref.] LB2369 .G53 2003).

Please note that this information sheet covers the format of entries in your Works Cited list **only**. For **in-text** parenthetical citations (used when making reference to other people's work in your text), please consult the Purdue University Online Writing Lab's (OWL) *Using Modern Language Association (MLA) Format* at http://owl.english.purdue.edu/handouts/research/r_mla.html#Handling or the *MLA Handbook*.

General Principles

- ◆ The entries must be alphabetized by the first word in each entry. Usually that is the author's last name.
- ◆ Double space within entries and do not skip additional lines between entries. (Entries in this guide are single spaced to conserve space).
- ◆ The first line of each entry should be at the left-hand margin. Indent each subsequent line by five to seven spaces (hanging indent).
- ◆ Italicize—or underline—titles of books and periodicals. The *Handbook* underlines titles in its examples. It notes, however, that you may use italics instead, but suggests that you consult your instructor about his or her preference.
- ◆ The first letter of each word in titles is capitalized.

PRINTED SOURCES

◆ **BOOKS**

Note that if an author is not identified, but only names of editors, translators or compilers appear on the title page, begin the entry with the name(s) provided, insert a comma after the author's name, followed by the proper abbreviation (ed., eds., trans., comp., or comps.).

Books with one author or editor

BASIC FORMAT

Author's name (inverted). ***Title*** (underlined or italicized). **Location of Publisher: Publisher's Name, Date.**

Example:

Edwards, Justin D. *Gothic Passages: Racial Ambiguity and the American Gothic*. Iowa City: University of Iowa Press, 2003.

Books with multiple authors or editors

Note that the first author is listed last name first, but that subsequent authors are listed by first name followed by last name.

BASIC FORMAT

First Author (inverted) and **Second Author** (*not* inverted). ***Title*** (underlined or italicized). **Location of Publisher: Publisher's Name, Date**

Examples:

◆ ***Two or three authors or editors***

Boyers, Robert, and Peggy Boyers, eds. *The Salgamundi Reader*. Bloomington: Indiana University Press, 1983.

Snyder, Sharon L., Brenda Jo Brueggemann, and Rosemarie Garland-Thomson, eds. *Disability Studies: Enabling the Humanities*. New York: Modern Language Association of America, 2002.

◆ ***More than three authors or editors***

*If there are **more than** three authors or editors, enter only the name of the first author/editor followed by a comma, followed by **et al.***

Chomsky, Noam, et al. *On Nature and Language*. Cambridge: Cambridge University Press, 2002.

Two or more works by the same author

*If the works cited list contains two or more works by the same author(s), give the name in the **first entry only**. Subsequent should have three hyphens in place of the name, followed by a period, followed by the title. The three hyphens stand for exactly the same name(s) as in the preceding entry.*

Frye, Northrop. *Creation and Recreation*. Toronto: University of Toronto Press, 1980.

---. *The Bush Garden: Essays of the Canadian Imagination*. Toronto: Anansi, 1971.

Book by a corporate author

A corporate author—as distinguished from a personal author—is a commission, an association, an institute, etc., which bears the primary responsibility for the content of the book, and whose individual members are not identified on the title page of the book.

Middle States Commission on Higher Education. *Developing Research and Communication Skills: Guidelines for Information Literacy in the Curriculum*. Philadelphia: Middle States Commission on Higher Education, 2003.

Work in an anthology or chapter in a collection

When citing a work—essay, short story, poem, etc.—from within an anthology, list the entry by the author of the piece referred to. The title of the piece should be in quotation marks. Add the citation to the larger work, beginning with its title, followed by the name(s) of the editor(s), translator(s) or compiler(s), (first name, last name) preceded by Ed., Trans., Comp. The page numbers of the text should also be included.

BASIC FORMAT

Author of work being cited (inverted). **Title** (in quotation marks). **Title** of the larger work (underlined or italicized). **Name** of the editor, compiler, translator (not inverted) preceded by appropriate abbreviation. **Location of Publisher: Publisher's Name, Date, Page numbers** of work being cited.

Example:

Paley, Grace. "The Used-Boy Raisers." *The Norton Anthology of Short Fiction*. Comp. R.V. Cassill. New York: W.W. Norton, 1986, 1216-1221.

Multivolume work

If you are using two or more volumes of a multivolume work, give the total number of volumes of the work in your citation after the editor and title. Reference to a specific volume and page numbers is done in the in-text parenthetical reference.

BASIC FORMAT

Name of Editor (inverted). **Title** of the set (underlined or italicized). **Number of volumes** in the set. **Location of Publisher: Publisher's Name, Date**

Example:

Alkin, Marvin C., ed. *Encyclopedia of Educational Research*. 3 vols. New York: Macmillan, 1992.

If you are using only one volume of a multivolume work, give the volume number in the citation alone—not in the text—and give the publication information only for that volume.

BASIC FORMAT

Name of Editor or Author of article (inverted). **Title** of the volume (underlined or italicized). **Volume number** of the work used. **Location of Publisher: Publisher's Name, Date.**

Example:

Packer, Barbara. "The Transcendentalists." *The Cambridge History of American Literature*. Ed. Sacvan Bercovitch. Vol. 2. Cambridge, England: Cambridge University Press, 1995, 329-458.

Work in a series

If it is indicated on either the title page or the page preceding the title page that the book is part of a series, include the series name (no italics or quotation marks,) followed by the series number, followed by a period before the publication information.

BASIC FORMAT

Author (inverted). **Title** of the work being cited (underlined or italicized). **Name of Series Number of Series. Location of Publisher: Publisher's Name, Date.**

Example:

Harris, Alice C. *Diachronic Syntax: The Kartvelian Case*. Syntax and Semantics 18. Orlando, FL: Academic Press, 1985.

Entry in a reference book

Cite an article in a general encyclopedia or a definition from a dictionary the same way as you would cite a work in an anthology, but do not list the editor of the reference work. If the article is signed, give the author first; if it is unsigned, give the title first. You do not need to list volume numbers if the encyclopedia or dictionary lists its entries alphabetically. If you are using a very well-known reference work, you can omit publication information; list only the edition (if provided) and year of publication. However, if you are not using a well-known reference book, provide the editor's name and full publication information.

SIGNED ARTICLE

BASIC FORMAT

Author of article (inverted). **Title** of article (in quotation marks). **Title** of the reference work (underlined or italicized). **Name** of the editor, compiler, translator (not inverted) preceded by appropriate abbreviation (for lesser known works). **Location of Publisher: Publisher's Name, Date.**

Example:

- ◆ ***Signed article in a less well-known reference book***
Schneider, Barry B. "Impression Management." *Encyclopedia of Psychology*. Ed. Alan E. Kazdin. 8 vols. New York: Oxford University Press, 2000.

UNSIGNED ARTICLE

BASIC FORMAT

Title of article (in quotation marks). **Title** of the larger work (underlined or italicized). **Name** of the editor, compiler, translator (not inverted) preceded by appropriate abbreviation (for lesser known works). **Location of Publisher: Publisher's Name, Date.**

- ◆ ***Unsigned article in a well-known reference book***
"Singer, Isaac Bashevis." *The New Encyclopaedia Britannica*. 15th ed. 1998.

◆ **GOVERNMENT PUBLICATIONS**

*A government publication is one that emanates from some level of government (federal, state, city, etc.) and from a government agency (United States Department of Justice, New York State Education Department, etc.). Often you will not know the personal author of the document. Cite the government agency that issued it as author listing the name of the government followed by the name of the agency (you may abbreviate this if it can be identified by context), followed by the title of the publication. Then list publication information as usual. **Because they may differ so considerably from each other in terms of authorship, they may present some difficulty. Be sure to consult the MLA Handbook.***

BASIC FORMAT

Name of Government from which the document emanates. **Name of Agency** responsible. **Title** of the document (underlined or italicized). **Location of Publisher: Publisher's Name, Date.**

Example:

United States. General Accounting Office. *Vietnamese Amerasian Resettlement: Education, Employment, and Family Outcomes in the United States*. Washington: General Accounting Office, 1994.

When citing congressional documents, include the number and session of congress and the type of publication it is (e.g., bills, hearings, reports, resolutions, etc.)

BASIC FORMAT

Name of Government. Part of Congress that produced the document. ***Title*** of the document (underlined or italicized). ***Type of publication*** (in underlined or italicized), **number, session. Location of Publisher: Publisher’s Name, Date.**

Example:

United States. Cong. S. Committee on Government Operations. *Watergate Reorganization and Reform Act of 1975. Hearings* 94th Cong., first sess. Washington: GPO, 1975.

Acts and court cases

To cite an act, give the name of the act, its Public Law number, the date and its Statutes at Large cataloging number. Use Pub. L. to abbreviate Public Law and Stat for Statutes at Large.

BASIC FORMAT

Name of Act. Public Law Number. Date it was enacted. **Statutes at Large Cataloging Number.**

Example:

Aviation and Transportation Security Act. Pub. L. 107-71. 19 Nov. 2001. Stat. 115.597.

To cite a court case, list the names of the first plaintiff and the first defendant, the number of the case, the name of the court that decided the case, and the date of the decision.

BASIC FORMAT

Name of first plaintiff, Name of first defendant. Case Number. Name Court. Date of decision.

Example:

Board of Education, Island Trees Union Free School District v. Pico. No. 80-2043 .
Supreme Ct. of the US, 25 June 1982.

◆ **PERIODICALS**

A periodical is any publication that appears periodically, including newspapers, magazines and scholarly journals. For articles with more than one author, follow the same form as for books.

Scholarly journals

Scholarly journal appear less frequently than do magazines or newspapers; they usually appear no more frequently than three or four times per year. As for books, periodical articles are entered under the author's name, followed by the title of the article, enclosed in quotation marks, followed by the volume number, year of publication (in parentheses), followed by a colon, followed by the page numbers of the article. Such publication information as the place of publication and the name of the publisher is NOT included.

◆ **Continuous pagination**

Many journals are paginated continuously throughout a volume (the issues published throughout the year constitute a volume). The second issue begins with the page number that follows the last page number of the first issue. In this case, it is not necessary to include the issue number or the month in which it was published.

BASIC FORMAT

Author of article (inverted). **Title** of article (in quotation marks). **Title** of journal (underlined or italicized) **Volume number (Year): Page numbers.**

Example:

Jelinek, Eloise. "The Agent Hierarchy and Voice in Some Coast Salish Languages." *International Journal of American Linguistics* 49 (1983): 167-185.

◆ **Non-continuous pagination**

If each issue of a journal begins with page 1, then it is necessary to specify the issue number (or month) of the journal the article appears in.

BASIC FORMAT

Author of article (inverted). **Title** of article (in quotation marks). **Title** of journal (underlined or italicized) **Volume number. Issue number (or month) (Year): Page numbers.**

Example:

Abada, Kelly F. "The Public and Private Dialogue about the American Family on Television." *Journal of Communication* 50.5 (2000): 79-100

Magazines

Do not list volume numbers for magazine articles. If the magazine appears every week or every two weeks, give the complete date, beginning with the day and followed by the month and the year, as illustrated below:

BASIC FORMAT

Author of article (inverted). **Title** of article (in quotation marks). **Title** of magazine (underlined or italicized) **Date**: **Page numbers**.

Examples:

Rosen, Jeffrey and Charles Lane. "Neo-Nazis!" *New Republic* 31 Oct. 1994: 14-15.

If the magazine appears every month or every two months, give the month or months and the year.

Fraser, Nicholas. "To BBC or Not to BBC." *Harper's Magazine* May 2004: 55-64.

Newspapers

*Citing newspaper articles is similar to citing articles in magazines that appear weekly. In listing the name of the newspaper, omit beginning articles (e.g., *New York Times*, not *The New York Times*). If sections are numbered separately, list the section number or letter followed by the page number on which the article begins. When an article is continued on a non-consecutive page, indicate this with a + immediately following the beginning page number.*

BASIC FORMAT

Author of article (inverted). **Title** of article (in quotation marks). **Title** of newspaper (underlined or italicized) **Date**, **Edition** (if stated on the masthead): **Section** (if numbered separately) **Page number(s)**.

Examples:

Urquhart, Ian. "Ontario Weighs Gay Marriage Options." *Toronto Star* 17 July 2002: A21.

Jeromack, Paul. "This Once, a David in the Art World Does Goliath a Favor." *New York Times* 13 July 2002, New England ed.: A13+.

Film/video-recording

List by title (in italics), and include the director, distributor and the year of release. Any other data you think should be added—the names of the lead actors, writers, producers—between the title and the distributor.

BASIC FORMAT

***Title* (underlined or italicized). Director. Distributor, Date.**

Example:

Raisin in the Sun. Screenplay by Lorraine Hansberry. Dir. Daniel Petrie. Perf. Sidney Poitier, Claudia McNeil and Ruby Dee. Video Shack, 1982.

ELECTRONIC PUBLICATIONS

*You cite electronic publications for the same reasons you cite printed sources: to identify your sources and to enable readers to locate them. Usually, therefore, citations to electronic sources have similar elements to citations to printed sources, as indicated below. For this reason, the URL of web sites is included in a citation. Note that one of the most significant differences between print and electronic documents is that electronic documents can be easily modified after you have consulted them. **Therefore, when citing electronic documents, it is customary to include the date that you accessed the document, in addition to the date that the document was published.***

Citations to Internet sites include:

- √ Title (in italics or underlined)
- √ Name of the editor of the site (if provided)
- √ Date or publication or of the latest update, and the name of sponsoring institution—if any is listed
- √ Date of access and URL

Article from an online subscription database

If the work is from a subscription database, provide the citation to the original print source, as well as the name of the database (e.g., LexisNexis, Academic Search Premier, JSTOR, etc.), and the name and location of the subscribing library. Because of the complexity of the URLs for articles within a database, either provide the URL to the library's list of databases or the URL to the database's main search page, whichever is simpler to locate.

BASIC FORMAT

Author of article (inverted). **Title** of article (in quotation marks). **Title** of journal (underlined or italicized). **Volume number (Year): Page numbers. Name of Database** (underlined or italicized). Name of Server of Service if known. **Name & location of subscribing library. Date of access. <URL>.**

Example:

Brooks, Robert B. "To Touch the Hearts and Minds of Students with Learning Disabilities: The Power of Mindsets and Expectations." *Learning Disabilities -- A Contemporary Journal* 2 (2004): 1-8. *Academic Search Premier*. EBSCO. Hofstra University Axinn Lib., Hempstead, NY. 8 June 2004. <<http://www.ebsco.com>>.

Article from an electronic journal (without a print version)

BASIC FORMAT

Author of article (inverted). **Title** of article (in quotation marks). **Title** of journal (underlined or italicized) **Volume number. Issue number (Year). Date of access <URL>.**

Craven, Timothy C. "What is the Title of a Web Page? A Study of Webography Practice." *Information Research* 7.3 (2002). 8 June 2004 <<http://informationr.net/ir/7-3/paper130.html>>.

Open-access (Unrestricted) Internet Sites

The BASIC FORMAT boxes below that pertain to Internet sites show the information that will ideally appear in a citation. However, the format of Internet sites is not uniform and not all of the information will always be given. Cite the information that is available.

Entire Internet site

BASIC FORMAT

Title of the site (underlined or italicized). **Editor's name** if given (not inverted). **Date of electronic publication or last update**. **Name of sponsoring organization**. **Date of access** <URL>.

Examples:

The Zora Neale Hurston Plays. Jan. 2004. American Memory Historical Collections, Library of Congress. 9 June 2004 <<http://lcweb2.loc.gov/ammem/znhhtml/>>.

Dickinson Electronic Archives. Eds. Martha Nell Smith, et al. 2003. 8 June 2004. <<http://www.emilydickinson.org/index.html>>.

WNYC. 9 June 2004. <<http://www.wnyc.org/>>.

Item from an Internet site

BASIC FORMAT

Author of the article or part of the site (inverted). **Title** of the article or part of the site (in quotations). **Date** the article or part was published. **Editor** of the site if given (not inverted). **Date of access** <URL>.

Bond, Julian. "Reclaim the Land of Opportunity." 8 June 2004. *TomPaine.com*. Ed. Nicholas Penniman. 8 June 2004. <http://www.tompaine.com/articles/reclaim_the_land_of_opportunity.php>.

Course home page

Begin with the name of the instructor, followed by the title of the course, not underlined or italicized. Add a description such as Course home page—again, neither italicized or underlined. Add the dates of the course and the names of both the department and the institution.

BASIC FORMAT

Instructor's name (inverted). **Title** of the course (not underlined, italicized or in quotation marks). **Description**. **Date**. **Name of Department, University Name**. **Date of access** <URL>.

Miletta, Maureen. Language in the Curriculum. Course home page. Fall 2003. Dept. of Curriculum and Teaching, Hofstra U. 9 June 2004 <http://people.hofstra.edu/faculty/maureen_m_miletta/coursesEled205.html>.

Home page for an academic department

BASIC FORMAT

Department name. Description (such as Dept. home page). **University Name. Date of access <URL>.**

English. Dept. home page. Hofstra U. 9 June 2004
<<http://www.hofstra.edu/Academics/Colleges/HCLAS>>.

Personal home page

When citing a personal home page, begin the entry with the person who created it. List the title, if there is one—underlined or in italics; if there is no title simply put Home Page—not underlined or italicized—and the date of the last update, if available. Include the date of access and the URL.

Roccas, Linda. Home Page. 9 June 2004. <<http://www.library.csi.cuny.edu/roccos/>>.

Electronic book

After listing the author, title, and name of editor, compiler or translator of the book, provide publication information about the printed version, if available. Include publication information about the electronic version (title and editor of the Internet site, or name of subscription service, version number date of electronic publication, and name of any sponsoring organization). The title of the Internet site should be either underlined or in italics. Always add date of access and URL.

BASIC FORMAT

Author of book (inverted). **Title** of the book (underlined or italicized). **Publication information about the printed source** if available. **Title of the Internet site** (underlined or in italics) **or subscription service. Editor** of the site if given. **Version or identifying number** if given. **Name of sponsoring institution** if any. **Date of electronic publication. Date of access <URL>.**

Dickens, Charles. *Bleak House*. *Project Gutenberg*. Ed. Michael S. Hart. Etext #1023. Aug. 1997. 9 June 2004 <<http://www.gutenberg.net/etext97/blkhs12h.htm>>.

Levinson, Paul. *The Soft Edge: A Natural History and Future of the Information Revolution*. London: Routledge, 1986. *ebrary*. Hofstra University Axinn Lib., Hempstead, NY. 8 June 2004. <<http://site.ebrary.com/lib/hofstra>>.

Online government publication

Begin with the same information required for a printed government publications and add the information pertinent to the electronic source—date of access and URL.

United States. Dept. of Justice. Office of Juvenile Justice and Delinquency Prevention.
Law Enforcement and Juvenile Crime. By Howard N. Snyder. Dec. 2001. 9
June 2004 <<http://www.ncjrs.org/pdffiles1/ojjdp/191031.pdf>>.

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