# MLA Documentation and Format

This handout was developed using the 8th (latest 2016) edition of the *MLA Handbook*. The page number is included where applicable, and all citations reflect the rules found in the Modern Language Association’s most current handbook. For more in-depth information, please reference the latest revision of the MLA Handbook on reserve at each of the PHSC libraries. PHSC Libraries [http://phsc.edu/library](http://phsc.edu/library).

Please see the following resources for additional help with your paper: **PHSC Writing Center** [http://www.phscwritingcenter.org/](http://www.phscwritingcenter.org/)

**PHSC Academic Success Center** [YouTube Channel http://www.youtube.com/channel/UCNpxOFH0seUavULNngX6Edg/feed?view_as=public](http://www.youtube.com/channel/UCNpxOFH0seUavULNngX6Edg/feed?view_as=public)

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TRADITIONAL PRINT SOURCES (Books, Newspapers, Magazines, and Journal Articles)

- **A Resource by a Single Author (p. 21, 103-04)**
  
  Give the author’s full name – last name first, a comma, first name and any middle name or initial. Omit any title, such as Dr. or PhD, and end the name with a period.

  Author. *Book Title*. Publisher, Publication Date.


- **A Resource by Two Authors (p. 21)**
  
  Give the authors’ names in the order provided on the title page. Reverse the first and last names of the first author only, not the other author’s name.


- **A Resource by Three or More Authors (p. 22)**
  
  If there are three or more authors, name only the first and add *et al.* (“and others”).


- **Two or More Resources by the Same Author (pp. 113-14)**
  
  To cite two or more works by the same author, give the name in the first entry only. From then on, in the place of the name, type three hyphens, followed by a period and the title. If the person named is an editor, compiler, or translator, place a comma after the three hyphens and write the appropriate role (editor, compiler, or translator). If a single author cited in an entry is also the first of multiple authors in the following entry, repeat the name in full; do not substitute three hyphens.


  or


- **A Resource with No Person Named as Author (p. 24)**
  
  If a book has no person named as author or editor on the title page, begin the entry with the title of the resource. Do not use Anonymous or Anon. Alphabetize the entry by the title on the Works Cited page ignoring the following words: A, An, or The. If the work is a periodical article or other short work, enclose the title in quotation marks.


- **A Second or Subsequent Edition (pp. 38-39, 107)**
  For any edition (version) after the first, place the edition number after the title. If another contributor’s name follows the title, place the edition number after the name. Identify the edition by number (2nd ed., 12th ed.), or name (Expanded ed., or Updated ed., or Rev. ed. for “Revised edition”) – whichever the title page indicates.


- **Information Written by an Editor or Compiler (pp. 23, 105)**
  When you use information from a preface or explanatory pages in a collection such as a literature textbook with short stories and poetry, the source is the editor or compiler, and the listing must start with the name of the editor or compiler. Handle editors’ and compilers’ names like authors’ names, but add a comma before editor(s) or compiler(s).


- **An Introduction, a Preface, a Foreword, or an Afterword in a Book that is Not a Collection (p. 106)**
  Begin with the name of the author of the preface, foreword, or afterword, and then give the name of the part being cited, capitalize but do not italicize or enclose in quotation marks (Introduction, Preface, Foreword, Afterword). Cite the author of the complete work after the title, giving the full name in normal order preceded by the word by.


- **An Essay, Short Story, or Poem in a Collection (such as a literature textbook) (pp. 26-27)**
  When you are using a short written work found in a collection of works such as short stories, essays, or poems by various authors, your source is that particular short written work, not the whole book. Use quotation marks for the title of short works such as articles, essays, short stories, or poems. The name of what the short work is published in (book, magazine, journal, website) in italics.

  Author. “Title of Selection.” *Book Title*, edited by or compiled by, Publisher, Publication Date, Page(s).


• **An Article in a Reference Book (p. 42)**

Treat an encyclopedia article or dictionary entry as you would treat an entry in a collection (listed above). If the article/entry has no author, give the title of the selection first in quotation marks. For works with publisher’s name in the book title (*The Encyclopedia Americana, Merriam-Webster’s Collegiate Dictionary*), you may leave out the publication information, except any edition number (version) and the year of publication. For works that are not well-known (*Encyclopedia of Bioethics*), give full publication information.


• **An Article in Multivolume Work (pp. 36, 39, 51-52)**

Give the volume number before the publication information; however, if relevant, also give the total number of volumes or series name after the publication date. Your in-text citation will indicate which volume you are using.


When total number of volumes is available and relevant, add the number of volumes as per the following example:


• **A Translation (pp. 23, 37)**

State the author’s name first and then list the translator’s name as another contributor (translated by) after the title. If the book has an editor as well as a translator, give the name with the description in the order in which they appear on the title page. If the focus of your research is on the translation, list the translator’s name in the author’s location and then list the author’s name after the title of the book (p. 23).


Use the capitalization that the publisher provides for publisher name.


**PERIODICALS (Journal Articles, Newspapers, and Magazines)**

The 8th edition MLA provides the same method of citation for journal articles, magazines, and newspapers. Below are examples for each with some specific information regarding each type of media.

• **An Article in a Journal (p. 21)**

Use vol. for issue volume; no. for issue number; use the actual number without the # symbol; and for single pages use the abbreviation p., multiple pages use the abbreviation pp.. If a scholarly journal numbers only issues or only volumes, give the issue number or the volume number alone after the journal title. Give the fullest publication date.

Author. “Article Title.” *Newspaper/Magazine/Journal Title*, vol. #, no. #, Publication Date, Page(s).


**A Journal Article or Book Chapter Originally Published in a Book (p. 53)**

Sometimes, an article that was originally printed in a book or journal is reprinted in a reference book. The source is still the article; however, the format shows that you obtained it from that book. **For the MLA 8th edition, originally published in is optional. Cite as an article or chapter in a book unless directed by your instructor.**

**Example of a book chapter/excerpt or journal article that has been reprinted in a book:**

Author. “Article Title.” *Book Title*, edited by, edition (version), Publisher, Publication Date, Page(s).


**Example of an “originally published in” citation.**

Author. “Article Title.” *Book Title*, edited by, edition (version), Publisher, Publication Date, Page(s). Originally published in *Book Title/Journal Title*, vol. #, no. #, Publisher, Publication Date, Page(s).


**An Article in a Newspaper or Magazine (pp. 43, 111)**

When citing an article from a newspaper/magazine, give the name of the newspaper/magazine as it appears on the front page. If the city of publication is not included in the name of a locally published newspaper, add the city in square brackets, not italicized, after the name (e.g. *Star Ledger* [Newark]). For nationally published newspapers, you do not need to add the city. Include volume or issue numbers if available. Newspaper articles are often written on nonconsecutive pages. For such articles, write only the first page number and a plus sign, leaving no intervening spaces (6+).

Author. “Article Title.” *Newspaper/Magazine Title*, version (edition), vol. #, no. #, Publication Date, Page(s).


Interview in a newspaper or magazine.


To cite a magazine published every week or every two weeks, give the complete date. If the magazine is published every month or every two months, give the month(s) and year. Include the publication information (volume and issue number) that is available. If the magazine article is not written on consecutive pages, write only the first page number and a plus sign, leaving no intervening spaces (6+).


**NON-PRINT SOURCES (Films, Interviews, Lectures, Songs)**

- **A Film, DVD, or Video Recording (pp. 24, 49)**

  If your discussion of such a work focuses on the contribution of a particular person - say, the performance of an actor or the ideas of the screenwriter - begin the entry with their name, followed by a descriptive label.

  Director or other pertinent contributors (screenwriter, performer, producer). *Film/Series Title*. Production Company, Year(s).


  If you are not focusing on an individual’s contribution, begin with the title and include contributors as directed below.

  *It’s a Wonderful Life*. Directed by Frank Capra, performance by James Stewart, and Donna Reed, Liberty Films, 1946.

- **A Television or Radio Broadcast (pp. 38, 40)**

  Start with the title of the episode in quotes unless you are citing the work/performance of a person or persons. You can include directors, performers, season and episode, or other information you deem pertinent. If you list individuals who worked on the entire program, put their names after the program title. Provide season and episode numbers if available.

  “Title of the Episode.” *Title of the Program or Series*, created by, performance by, season #, episode #, Publisher/Content Holder, Date.


• Personal and Broadcast Interview
Citation for an interview you watched or heard. Start with the person who was interviewed: last name, first name. If the interview is untitled, use Interview (no italics or quotation marks). If identified, add the name of the interviewer.


If you conducted the interview, specify Personal interview or the medium (Telephone interview or E-mail interview), and then give the date.

  Sobrino, Kathy. Telephone interview. 11 June 2016.

• A Painting, Photograph, or Other Work of Visual Art (pp. 28-29, 49)
To cite an actual work of art, name the artist and give the title (in italics) and the date of creation if available. Then provide the name and location of the owner/location. Use Private Collection if the owner is not known. If the work you see is a reproduction, provide the complete publication information for the source you used. If you find a reproduction of a painting in your textbook, you will cite the painting as part of the print book (see the 2nd example below).


When a source is untitled, provide a generic description of it in place of title. Capitalize the first word of the description and any proper nouns.

  Mackintosh, Charles Rennie. Chair of stained oak. 1897-1900, Victoria and Albert Museum, London.

• A Song or Other Piece of Music (p. 28)
When citing songs, it is important to note if it is a particular release of the song, for example an edited version or a special release; this notation will appear after the title of the work.

  Artist. “Song Title.” Album Title. Publisher, Publication Date.

INTERNET SOURCES - The URL is recommended by MLA, but it may be optional per your instructor (p. 48). For More Than One Author – See Traditional Print Sources Above

When including a URL, be sure to take out the http:// at the beginning and conclude with a period. The date of publication refers to when the article or page was posted. If there is no date on the article or page itself, check for a last updated or copyright date.

- **An Article or Page in a Website (p. 30)**

  Usually, your source is an article or page in a website, not the entire website. It is similar to finding an article in a newspaper, or magazine. When you use more than one page or article from the same website, these should be considered and listed as different sources, just as you would do if you used more than one article from the same newspaper. The date of access is an optional portion of the citation (p. 53). However, the date on which you accessed online material is often an important indicator of the version you consulted. Here is the general format:

  Author(s). “Title of Article/Page.” Title of the Website, Publication Date, URL. Date of Access (if applicable).

  Roberts, David. “Secrets of the Maya: Deciphering Tikal.” Smithsonian.com, July 2005,


  Example with date of access:


  If your source lacks a person named as author, begin with the article title.

  “How Do Some Animals Make Their Own Sunscreen?” National Geographic, 15 Aug. 2015,

  news.nationalgeographic.com/2015/08/150815-animals-sunscreen-health-science-hippos/.

  “Insanely Easy Vegetarian Chili.” All Recipes, 2016, allrecipes.com/recipe/22919/insanely-easy-vegetarian-chili/.

- **An Article in an Online Scholarly Journal (pp. 31-32)**

  Article in an Online-only Scholarly Journal:

  Author. “Article Title.” Journal Title, vol. #, no. #, Publication Date, Page(s), URL or DOI.

  Huang, Sui. “Where to Go: Breaking the Symmetry in Cell Motility.” PLOS Biology, vol. 14, no. 5, 2016,

  journals.plos.org/plosbiology/article?id=10.1371/journal.pbio.1002463.

Article in an Online Scholarly Journal that Also Appears in Print:

Cite articles in online scholarly journals that also appear in print just as you would a print scholarly journal, including the page range of the article. Note: this is for a journal you find out on the Internet, NOT one from the PHSC library databases.


- An Article in a Newspaper/Magazine – on a newspaper’s/magazine’s website (pp. 30, 43)

  Author. “Article Title.” *Newspaper/Magazine Title*, vol. #, no. #, Date of Publication, URL. Date of Access.


- An Image

  Remember to italicize the work if it is independent. When a source is untitled, provide a generic description of it in place of title. Capitalize the first word of the description and any proper nouns. If it is part of a larger work, then place the title in quotation marks (see “Migrants detected” below).

  Artist/Creator. *Title of Work*. Date. *Title of Website*, URL.

  **Work of Visual Art:**


  **Photograph:**


  **Map, Chart, Graph, Diagram:**

• **A Television Episode or a Video Recording (p. 28)**

Cite such material by using the following example:

“Video/Episode Title.” *Site Title/Series Title*, season # (if applicable), episode # (if applicable), Creator/Sponsor/Uploader, Publication Date, *Title of Website w/ Video*, URL.


• **A Radio Program or Podcast**

If a program does not list an author or other creator, begin with the title.

Author or host. “Title of the Episode.” *Title of the Program or Series*, episode #, Publisher, Publication Date, URL.


• **A Blog Entry (pp. 41-42)**

Author. “Title.” *Name of Website*, Sponsor, Publication Date, URL. Date of Access (if applicable).

Databases have all types of information. They can contain books, articles, videos, graphs, and so on. In most cases, when you are citing material that you obtained from PHSC’s electronic resources, you can follow the model for the print publication, except that the database in italics should follow the volume, issue number, and page numbers. Include the stable or permalink URL or the DOI at the end; the DOI is preferred.

When the source being documented forms a part of a larger whole, the larger whole can be thought of as a container that holds the source. The container is vital to the citation. The title of the container is usually italicized and followed by a comma, since the information that comes next describes the container. Resources may have two or more containers in the case of journal articles located within a database or an episode of a series located on a particular channel or streaming platform. Note that the journal titles and databases in the examples below are italicized.

- **An Article in a Journal (pp. 30, 32, 53)**
  Author. “Article Title.” *Journal Title*, vol. #, no. #, Year, Page(s). *Database*, URL or DOI.

- **A Journal Article or Book Chapter in a Reference Book Originally Published in Another Journal or Book (p. 36)**
  Sometimes, an article that was originally printed in a book or journal is reprinted in a reference book. The source is still the article; however, the format shows that you obtained it from that book. **For the MLA 8th edition, originally published in is optional. Cite as an article or chapter in a book unless directed by your instructor.** Since these are from the LINCC databases, you must also include the database information and the URL or the DOI; the DOI is preferred.
  Author. “Article Title.” *Book Title/Journal title*, edited by, edition (version), vol. #, no. #, Publisher, Publication Date, Page(s). *Database*, URL or DOI. Originally published in *Book Title*, edited by, Publisher, Publication Date, Page(s).

**Example of a book chapter/excerpt that was originally published in another book:**

- **An Article in a Newspaper or Magazine (pp. 30, 43, 45)**
  You can follow the model for the newspaper or magazine print publication, except that the database in italics should follow the page numbers.

  Author. “Article Title.” *Newspaper/Magazine Title*, vol. #, no. #, Date of Publication, Page(s).

  Database, URL or DOI.


- **An Article in an Online Reference Book (encyclopedia, dictionary) (pp. 34-35)**


- **A LINCC Online Book (pp. 34-35)**


- **An Article from Issues and Controversies (p. 32)**

  "Title of Article." *Issues and Controversies*, Publication Date. *Issues and Controversies*, URL or DOI.


IN-TEXT CITATIONS

- **Author Not Named In Your Sentence**
  The Sedlec Ossuary is located in the city of Kutna Hora in the Czech Republic (Cruickshank 92).

- **Author Named In Your Sentence**
  In his new book, architectural historian Dan Cruickshank travels to the Czech Republic to visit the Sedlec Ossuary (92-97).

- **A Work with Two Authors (p. 116)**
  “Society readily accepts that market competition and product innovation go hand in hand” (Bronson and Merryman 216).

- **A Work with Three or More Authors (p. 116)**
  If the source has more than two authors, use only the first author’s name followed by et al.

  Increased competition means that employees of public relations firms may find their loyalty stretched in more than one direction (Cameron et al. 417).

- **A Work with More Than One Source by the Same Author (p. 113)**
  If your list of Works Cited contains more than one work by an author, you need to specify which work you are citing. Put a comma after the author’s last name, and add the full title of the work if it is brief and the page number. If the title is too long, shorten it to the first main word or the first two or three main words.

  Shakespeare’s *King Lear* has been called a “comedy of the grotesque” (Frye, *Anatomy* 237).

  For Northrop Frye, one’s death is not a unique experience, for “every moment we have lived through we have also died out of into another order” (*Double Vision* 85).

- **A Work with No Person Named as Author (p. 117)**
  For a work with no person named as author or editor, use a full or shortened version of the title. This is an example where the title of the article is “Right to Die” and there is no person named as an author.

  Death-row inmates may demand execution to achieve a fleeting notoriety (“Right to Die” 16).

  or

  Death-row inmates may demand execution to achieve a fleeting notoriety (“Right” 16).

**Works Cited**


If there are two publications with the same title, include the title or a shortened version of the title of the publication it was printed in as well.

Say, for example, *Controversies in Medicine* and *Physician’s Quarterly* both have articles with the same title: “Freedom to Die.” In order to distinguish them in the paper, a shortened version of the publication must be included after the title.

Many argue that determining how their lives will end is a basic right (“Freedom,” *Controversies*). Others argue that legalized euthanasia would open doors to abuse (“Freedom,” *Physician’s*).

- **An Indirect Source (use when what you quote or paraphrase is a quotation) (p. 124)**
  When the material that you quote or paraphrase is a quote from someone else, that someone else has to be given credit:

    According to Jones, “Dinosaurs are still living among us. They are birds!” (qtd. in McFarland 250).

    This means that Jones was quoted in (qtd. in) the article written by McFarland. There would be a source listed in the Works Cited with McFarland as author.

- **A Multivolume Work (p. 120)**
  In the parenthetical reference, separate the volume number and the page number with a colon and a space (Wellek 2: 1-10). If you are citing the entire volume, add the abbreviation vol. before the volume number. If you are integrating the volume into the text, make sure to spell volume out. “In volume 2, Wellek deals with…”

    After issuing the Emancipation Proclamation, Lincoln said, “What I did, I did after very careful deliberations, and under a very heavy and solemn sense of responsibility” (5: 438).

    Between 1945 and 1972, the political party system in the United States underwent profound changes (Schlesinger, vol. 4).

- **Two or More Works in the Same Citation (pp. 58, 126)**
  When you refer to more than one work in a single parenthetical citation, separate the references with a semicolon.

    Two recent articles point out that a computer badly used can be less efficient than no computer at all (Gough and Hall 201; Richards 162).

- **Citing a time-based medium (song, film, television) (p. 57)**
  If you are citing a specific moment in a song, movie, or television show, use your media player to note when the line occurs.

    In Adele’s song *Hello*, she reflects on her own selfishness by singing, “It's so typical of me to talk about myself I'm sorry,” even if it is only a deflection to keep the conversation moving (“Hello” 00:02:09-13).
FORMATTING AN MLA STYLE PAPER

- First Page

Jane Conquistador
Professor Johnson
English 1101
21 June 2016

Identification

Pasco Hernando State College (PHSC), formerly known as Pasco Hernando Community College (PHCC), was established by the Florida Legislature in 1967 to be the final link in the State’s system of 28 community colleges. The District Board of Trustees, composed of five members from Pasco County and four members from Hernando County, was commissioned in January 1972. In March of that year, Dr. Milton O. Jones was selected as the first president and served until his retirement in 1994. Dr. Robert W. Judson, Jr., a vice president with two decades of tenure at the College, became the first African-American community college president in Florida. Upon Dr. Judson’s retirement in 2005, Dr. Katherine

- Works Cited Page


