

Works Cited

The **Works Cited** is a list of **all** the sources used in your paper, arranged in **alphabetical** order by author's last name, or when there is no author, by the first word of the title (except *A*, *An* or *The*). You will notice on the Works Cited Sample, the **second line** of your citation is **indented** by using the **bottom** of your **Hanging Indent Marker** on your **Ruler**. Also, new MLA standards suggest to double space your citations. In the sample, the citations are single-spaced. Your teacher will tell you whether or not they want you to double or single-space your citations.

Note: When you type an **URL address**, make sure you **remove** the **hyperlink** to that address (Go to the Pull-Down Menu and select: Insert, Hyperlink, Remove Hyperlink or Control and K key then Remove Hyperlink).

Citing Internet Resources

EMAIL

Structure

Author of email message. "Subject line of the message." Email to Person's Name. DD Month YYYY.

Example

Rule, Christopher. "Nile River Research Project Results." Email to John Brown. 2 October 2001.

ONLINE IMAGES

Structure

Author's Last Name, First Name. Image from Title of Image. DD Month YYYY <Internet address>.

Example

Billings, Andrew. Image from Laika, the First Dog in Space. 1 August 2000
<http://starchild.gsfc.nasa.gov/docs/StarChild/space_level2/laika.html>.

ONLINE SOUNDS

Structure

Author's Last Name, First Name. Sound from Title of Sound. DD Month YYYY <Internet address>.

Example

Saryglar, Alexei. Music clip from The Throat Singers of Tuva. 1 August 2000
<<http://www.sciam.com/1999/0999issue/IMG/track1.mp3>>.

ONLINE SUBSCRIPTION DATABASES

Structure

Author Last Name, First Name. "Title of Article." Name of Magazine/Newspaper/Reference Book. Date of Publication, Name of Database. Date of Access DD Month YYYY, <Internet Address>.

Example

Jackson, Thomas. "National Football League." Sports Illustrated for Kids. December 12, 2003, Ebsco. 30 March 2005, <<http://www.ebsco.com>>.

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Citing Internet Resources (Cont'd.)

ONLINE VIDEO CLIPS

Structure

Author's Last Name, First Name. Video footage from Title of Video. DD Month YYYY <Internet address>.

Example

United States Government. Video footage from PBS Documentary Race for the Superbomb. 18 August 2006 <<http://www.pbs.org/wgbh/amex/bomb/sfeature/cloud.html>>.

WEB BLOGS/BLOGS:

Author Last Name, First Name. "Title of Entry." Weblog entry. Title of Weblog. Date Posted. Date Accessed <Internet Address>.

Haley, Debra. "Hail, Speech!" Weblog entry. Edublog. 30 April 2007. 23 May 2007
http://haleyd.edublog.com/haley_d/2007/04/index.html.

WEB SITES: Include author information (if provided), title (usually in the Title Bar or at the beginning of the web page), the date the text was last updated or the publication year (usually at the bottom of the web page), company/organization, the date you viewed the site, and the complete url.

Structure

Author Last Name, First Name. "Title of Web Page." Name of Web Site DD Month YYYY.
Company/Organization DD Month YYYY <Internet Address>.

Example

Berry, Brandon. "Dodgers Strike Out on New Stadium Deal." ESPN.com 17 December 2001. ESPN 24 January 2006 <<http://www.espn.com/berry121701.html>>.

OR

Structure

"Title of Item." Name of Web Site DD Month YYYY. Company/Organization DD Month YYYY <Internet Address>.

Example

"The Gap." Gap.com 17 December 2001. Gap 24 January 2006.
<<http://www.gap.com/34512121701.html>>.

Citing Computer Resources

MUSIC/SOUND (CD)

Structure

Artist. "Title of Piece." Title of Album. Production Company, Year.

Example

Simon and Garfunkel. "The Sound of Silence." Simon and Garfunkel's Greatest Hits. Columbia, 1972.

CLIPART (FROM COMPUTER)

Structure

"Name of Clipart." Microsoft Clipart Gallery. Microsoft Corporation, DD Month YYYY.

Example

"Empire State Building." Microsoft Clipart Gallery. Microsoft Corporation, 14 April 2008.

PERSONAL PHOTOGRAPH (PICTURES YOU HAVE TAKEN)

Structure

Description of Photo. Personal photograph by your First Name Last Name. DD Month YYYY.

Example

Grandpa Al at Home. Personal photograph by Susan Jenkins. 28 May 2007.

SOFTWARE

Structure

Author of software. Title of Software (in Italics). City of Publication: Company, Copyright Year.

Example

ID Software. *The Ultimate Doom*. New York: GT Interactive Software, 1995.

SOUND (FROM COMPUTER)

Structure

"Name of Sound." Microsoft Clipart Sound Gallery. Microsoft Corporation, DD Month YYYY.

Example

"Door Closing." Microsoft Clipart Sound Gallery. Microsoft Corporation, 14 April 2008.

EDITED SOUND (A SOUND/MUSIC FILE YOU HAVE EDITED)

Structure

Name of Sound. Edited by your First Name Last Name. DD Month YYYY.

Example

America the Beautiful. Edited by Melissa Waters. 7 May 2006.

Citing Book, Magazine, Multi-Reference, and Other Sources

ADVERTISEMENT

List the Company, Business or Organization; the publication, broadcast network, or Web address where the advertisement appeared, date of publication, and page number(s).

Structure

Company. Advertisement. Publication/Broadcast Network/Web address DD Month YYYY: Page #.

Example

Staples. Advertisement. Newsweek. 3 January 2005: 45.

BOOK BY ONE AUTHOR

Structure

Author Last Name, First Name. Title of Book. City of Publication: Publisher, Copyright Year.

Example

Seymour, Gene. The Great American Art. Boston: Franklin Watts, 2004.

BOOK BY TWO AUTHORS: List both authors (Last Name, First then for the second author type their First Name Last Name)

Two Authors Example:

Watson, Michael and Samantha Willis. Chemistry and Chemists. New York: Random House, 2000.

BOOK BY THREE OR MORE AUTHORS: List all authors in the order they appear or list only the Last Name, First Name followed by 'et al'

More than Three Authors Examples with all names listed:

Richardson, Rebecca, Sheila Johnson, MaryBeth Williams and Stephanie White. Microwave Cooking and You. Boston: Chef's Press, 1998.

More than Three Authors Examples with 'et al' used:

Richardson, Rebecca, et al. Microwave Cooking and You. Boston: Chef's Press, 1998.

FILMS/MOVIES: List films by their title and include the name of the director, type of format, the film studio or distributor and its release date.

Structure

Film/Movie Title. Dir. First Name Last Name. Original Movie Release Year. Type of Format. Film/Movie Studio, Release Year to Type of Format.

Example

Star Wars Episode IV: A New Hope. Dir. George Lucas. 1977. VHS. Twentieth Century Fox, 1997.

Citing Book, Magazine, Multi-Reference, and Other Sources (Cont'd.)

INTERVIEW

Structure

Person Interviewed (Last Name, First Name). Personal, Telephone, Email. DD Month YYYY.

Example

Clapp, Jason. Telephone Interview. 20 April 2007.

MAGAZINE OR NEWSPAPER ARTICLES

Structure

Author Last Name, First Name. "Title of Article." Name of Newspaper/Magazine DD Month YYYY: Page Numbers.

Example

Tang, Heather. "Mosquito Alert." New York Times 27 May 2003: 21-30.

MULTI-VOLUME REFERENCE

Structure

Author Last Name, First Name. "Title of Article." Number of Volumes. City of Publication: Publishing Company, Copyright Date.

Example

Henderson, Heather. "Gourmet Cooking." 16 volumes. London: Smith-Murlock, 2001.

MULTI-VOLUME ENCYCLOPEDIA

Structure

Author Last Name, First Name. "Title of Article." Title of Encyclopedia. Edition year. Vol. #.

Example

Jackson, William. "Baseball." World Book Encyclopedia. 2003. V. 2.