

Citing Sources in MLA Style – A 3-Step Process
You must complete all three steps. Otherwise, you are plagiarizing.

Step #1: Gather information from your source.

- If you use the source's words, put quotation marks around them. Otherwise, paraphrase using all of your own words.
- No matter what, whether you quote or paraphrase, you **MUST** include in-text citations and a Works Cited listing. No exceptions.

Step #2: Create in-text citations.

- In-text citations are included in the body of your essay. They show the reader that the ideas and information are not original with you. You learned about them from another writer, a source.
- Immediately after the quote or paraphrase, but before the period, type an in-text citation.
 - ❖ If the book or other source has an author and pages: (Author's Last Name page).
 - Example: "English is the best subject" (Richmond 42).
 - Example #2: In his essay "Science is the Best Medicine", William Rochester affirms that without scientific research, medicine becomes "at best, a guess, at worst, a disaster" (175).
 - ❖ If you are citing a source from the Internet with an author: (Author's Last Name, par. or sec. if possible).
 - Example: In this day and age, researchers have to be very careful about citing sources. One man in Houston was fired from his job after his bosses found out that he plagiarized parts of his resume (Richmond par. 7).
 - Example #2: Throughout all of Twain's novels, he is extremely careful about using regional dialect to give authenticity to his characters (Samson sec. 5).
 - Example #3: Edgar Allan Poe became the master of macabre after years of feeling abandoned and alone. The death of the women in his life, particularly his mother and wife, made him reflect on death (Billington).
 - ❖ If there is no author: ("Shortened Form of Article's Title" page). or ("Shortened Form of Article's Title" par.).
 - Example: For an article called "Edgar Allan Poe: A Biography" with no author – Poe wrote "Annabel Lee" in memory of his wife, who he considered his soul mate ("Biography" 17).
 - Example #2: In the web article "Dancing on the Inside", Langston Hughes' impact on the Harlem Renaissance is discussed in detail (sec. 2).

Step #3: Create a Works Cited page.

- Center the words Works Cited, in regular font, at the top of a separate piece of paper. This piece of paper will be placed at the end of your essay.
- Each entry on the Works Cited page will be single spaced, with one space between each entry.

(over)

(Works Cited, cont'd)

- The second, third, etc. lines of each entry are indented, but the first line is not.
- Type the information until you get to the end of the line and then let it go naturally to the next line. Make the indentations after you've typed the whole entry.
- Pay close attention to the punctuation of each listing. MS Word can sometimes mess up your punctuations and spacing, so be sure that everything is correct.
- If any information is not available (author, date of publication, etc.), skip it and go onto the next thing needed.

Works Cited Examples

Web Sites and Online Databases:

Author's Last Name, Author's First Name. "Article Title." *Web Site Name*. Date published.
Web. Date you accessed the site <full web address>.

Examples:

Hauser, Thomas. "Muhammad Ali: American Boxer". *Encyclopaedia Britannica*. 30 Dec. 2014. Web. 4 May 2015 <<http://www.britannica.com/EBchecked/topic/15252/Muhammad-Ali>>.

Campbell, Killis. "Poe: His Creed and Practice of Poetry." *The Cambridge History of English and American Literature in 18 Volumes (1907–21). VOLUME XVI. Early National Literature, Part II; Later National Literature, Part I. Bartleby.com*. Jan. 2000. Web. 9 Jun. 2010 <<http://www.bartleby.com/226/0512.html>>.

"Mark Twain's 'The Adventures of Huckleberry Finn'." *SIRS Renaissance*. 28 Feb. 2006. Web. 10 Jun. 2010. <<http://sks.sirs.com/cgi-bin/hst-article-display?id=SMD0137H-0-739&artno=0000244499&type=ART&shfilter=U&key=&title=Mark%20Twain%27s%20%22The%20Adventures%20of%20Huckleberry%20Finn%22&res=Y&ren=Y&gov=Y&lnk=Y&ic=Y>>.

Books:

Author's Last Name, Author's First Name. *Book Title*. City of Publication: Publisher, Year of Publication.

Examples:

Guttek, Gerald L. *Historical and Philosophical Foundations of Education*. Upper Saddle River: Pearson Prentice Hall, 2005.

Emerson, Ralph Waldo. "Self-Reliance". *Prentice Hall Literature: The American Experience*. Upper Saddle River: Pearson Education, 2015.

Pictures:

“Picture Name” *Website Name*. Date published. Web. Date you accessed the site <full web address>.

Examples:

“Leonardo diCaprio as Gatsby”. *Twin Cities Daily Planet*. 10 May 2013. Web. 1 May 2015
<<http://www.tcdailyplanet.net/arts/2013/05/10/great-gatsby-and-great-pumpkin-writers-who-wrestled-their-minnesota-pasts>>.

“Mary with Jesus”. Photo Bucket Personal Page. n.d. Web. 1 May 2015 <<http://s692.photobucket.com/user/edgar293/media/mary-and-jesus-art-prints.jpg.html>>.

- ✓ **Other types of Works Cited listings (magazines, journals, special situations, etc.) can be found online at the Purdue University Online Writing Lab:**
<https://owl.english.purdue.edu/owl/resource/747/01/>.