

# Using MLA Style

(Modern Language Association)

This tip sheet is a guide—not the authoritative manual. If you don't know how to cite a specific item or you are citing an item not found in this handout, consult the most recent edition of the *MLA Handbook for Writers of Research Papers* or the *MLA Style Manual and Guide to Scholarly Publishing*.

Copies of the handbook and guide are available at the Research Help Desk on the main (second) floor of the library.  
**Call No. LB2369 .G52 2009; Call No. PN 147 .G444 2008**

**NOTE:** Always ask your instructor which citation style to use and which edition of the relevant style guide to follow.

## IN-TEXT CITATION

### Citation components

#### Author

The author is the last name(s) of the individual(s) or the name of the organization which produced the work. The name(s) should match the name(s) given in the Works Cited entry for the work.

To cite multiple authors with the same last name, use a first initial or, if necessary, the full first name. To cite multiple works by the same author, include a short title for each work to differentiate them.

When citing works with multiple authors, format their names as shown in the citation examples.

#### Unknown authors

If no author is known, use the title of the work. Long titles can be shortened. Write titles of entire works (e.g., books, anthologies, plays and entire websites) in italics. Enclose titles of articles or stories within an anthology in quotation marks.

#### Page or paragraph

Include location information to show where in the work the citation can be found, unless you are referring to the entire work. Indicate the volume number if it exists, and give page numbers if the work is paginated.

For plays use the act, scene and line numbers. Cite poems using part, stanza and line numbers. For sacred texts such as the Bible or the Koran, give the title, chapter and verse (or the equivalent). Cite images using the figure number, if it exists, or the image title if it does not.

For works with no page numbers or other location markers, like websites, use section or paragraph numbers, and include the abbreviation "sec." or "par." to show that the location is not a page number.

### Citation formatting

If the author is named in the text, it is not necessary to rename the author in the parenthetical citation.

#### Author named, paraphrasing

Author has made a point (Page).

#### Author named, direct quote

Author has argued that "quote" (Page).

If the author is not named in the text, include the name in the citation.

#### Author unnamed, paraphrasing

A point has been made (Author Page).

#### Author unnamed, direct quote

It has been argued that "quote" (Author Page)

When repeatedly using the same source in one paragraph, use the full citation for the first mention and use only the page numbers for subsequent citations.

### Citation examples

#### One author

Reta Terry believed that honour codes influenced the works of William Shakespeare (1071).

In her lifetime, Dickinson was most likely known more for her gardening than for her poetry (Farr, par. 1).

#### Two or three authors

All authors must be cited each time.

The works of George Orwell have many underlying themes (Blake, Bedford, and James 298).

#### Four or more authors

Include only the first author's name followed by "et al."

There are marked differences between British and American 19<sup>th</sup> century literature (Munroe et al. 176).

**No author**  
(*Oedipus* 38)

("Snooker for Beginners," par. 5)

**Multiple works by the same author**  
(Shakespeare, *Hamlet* 3.1.56)  
(Shakespeare, "Sonnet XVIII")

**Multivolume work**  
(Ovid 2: 279)

**Plays**  
"To be or not to be, that is the question" (Shakespeare 3.1.56).

**Sacred texts**  
(*New Jerusalem Bible*, Ezek. 1.5-10)

### Special cases

#### Secondary sources

When possible, read the original text of a work before citing it. To cite a work quoted within another work, include only the work you read in the works cited list. Name the original author in text and cite the location in the work you read.

Author said that "quote" (qtd. in Author Location)

Max Lüthi said "she does not love another human being" (qtd. in Granofsky 66).

## WORKS CITED LIST

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List all of the sources cited in your paper alphabetically by author's last name in a list titled Works Cited at the end of your essay or paper. Provide complete and consistent references including author, title, the relevant publication information for the format of the work, and the medium of publication.

This guide provides information on how to reference the most common formats. For other works, consult the official handbook or style manual. Some sources may have small variation (e.g. journals with no issue numbers) or may not match any of the formats given here or in the manual. Pick the most similar format and make adjustments as needed to ensure your sources are recoverable to other readers.

#### Author

List authors in the same order used by the work, using last names or family names followed by first name(s). Refer to "Print Publications – Books" in this guide for formatting of multiple authors or editors. If an author is unknown, alphabetize the entry by title instead.

*Multiple works by the same author(s)*  
If multiple works have exactly the same author(s), write the author's name(s) in full for the first work, and use three hyphens (---) to replace the author for subsequent works.

#### Title

Capitalize the first word, last word, and all principal words – nouns, pronouns, verbs, adjectives, and adverbs.

#### Medium of publication

For most sources, the medium of publication is Print or Web, but others could include CD, DVD, the medium of a work of art ("Oil on canvas"), or a file format ("PDF file"). The MLA manual requires this element, but many works cited lists do not include it. Check with your instructor to confirm whether it is expected.

## Print Publications

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### Books

#### One author

Author last name, first name. *Title*. Edition. Volume.  
Place of publication: Name of publisher, Year of publication. Medium of publication.

Shepherd, Valerie. *Literature About Language*.  
London: Routledge, 1994. Print.

---. *Language Variety and the Art of Everyday*. London:  
Pinter Publishers, 1990. Print.

#### Two or three authors

Author last name, first name, Author full name, and  
Author full name. *Title*. Edition. Volume. Place of  
publication: Name of publisher, Year of  
publication. Medium of publication.

#### Two authors

Nicholas, David, and Maureen Ritchie. *Literature and  
Bibliometrics*. London: C. Bingley, 1978. Print.

#### Three authors

Greela, Sarah, Rene Lebreton, and Meaghan Reddy.  
*A History of Queen's University*. Vol. 2. Montreal:  
McGill-Queen's University Press, 1998. Print.

#### Four or more authors

Author last name, first name, et al. *Title*. Edition.  
Volume. Place of publication: Name of publisher,  
Year of publication. Medium of publication.

Harman, Eleanor, et al. *The Thesis and the Book: A  
Guide for First-Time Academic Authors*. 2nd ed.  
Toronto: University of Toronto Press, 2003. Print.

### Edited books

Author last name, first name. *Title*. Ed. Editor full name. Place of publication: Name of publisher, Year of publication. Medium of publication.

Strunk, William. *Elements of Style*. Ed. E. B. White. 4th ed. Boston: Allyn, 2000. Print

### Chapters, essays or articles in edited books

Author last name, first name. "Chapter, Essay or Article Title." *Book Title*. Ed. Editor full name. Place of publication: Name of publisher, Year of publication. Pages. Medium of publication

Marcus, Sharon. "Anne Frank and Hannah Arendt, Universalism and Pathos." *Cosmopolitan Geographies: New Locations in Literature and Culture*. Ed. Vinay Dharwadker. New York: Routledge, 2001. 89-131. Print.

### Translated books

Author last name, first name. *Title*. Trans. Translator full name. Place of publication: Name of publisher, Year of publication. Medium of publication.

Gedin, Per. *Literature in the Marketplace*. Trans. George Bisset. London: Faber, 1977. Print.

### Encyclopedia articles

Author last name, first name. "Article Title." *Title of the Encyclopedia*. Ed. Editor full name. Edition. Volume. Place of publication: Name of publisher, Year of publication. Medium of publication.

Hauptfleisch, Temple. "South Africa." *World Encyclopedia of Contemporary Theatre*. Ed. Don Rubin. Vol. 3. London: Routledge, 1997. Print.

### Journal articles

Author last name, first name. "Article Title." *Journal Title* Volume.Issue (Year of publication): Pages. Medium of publication.

James, Heather. "Dido's Ear: Tragedy and the Politics of Response." *Shakespeare Quarterly* 52.3 (2001): 360-82. Print.

### Newspaper articles

Author last name, first name. "Title of article." *Title of newspaper* [Location if not included in title] Day, Month, and Year, Edition if indicated: Pages. Medium of publication

Myers, Heather. "Canadian Children's Literature — Write On: St. John's Public Libraries." *Telegram* [St. John's] 23 Nov. 2003, final ed.: B5. Print.

### Images

Author last name, first name. *Title of work*. Year of work. Medium of publication. Name of institution or individual that owns the work, Location of work.

Thomson, Tom. *The Jack Pine*. 1916-17. Oil on canvas. National Gallery of Canada, Ottawa.

### Theses

When citing a thesis, include information about the degree granted (e.g. MS thesis, Diss., etc.).

Author last name, first name. "Title." Degree information. University, Year of publication. Medium of publication.

Kielland, Norah Lynn. "Governing environmental conduct in Canada: the case of subjectivity and environmental citizenship." MA thesis. Carleton University, 2011. Print.

### Digital Publications

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#### Date of access

Include the day, month, and year of access after the Medium of publication for all online materials.

#### URLs

Include URLs only when it is required to access a source, or if your instructor requires it. Place URLs after the date of access enclosed in <angle brackets>.

#### E-books

Many academic e-books are available through library databases. To reference e-books access on an e-reader, follow the format for Print Books and use the file type (e.g. EPUB file) as the medium of publication.

Author last name, first name. *Title of Book*. Place of publication: Publisher, Year of publication. *Name of database*. Medium of publication. Date of access.

Hudson, Richard A. *English Grammar*. London: Routledge, 1998. *Ebrary*. Web. 17 July 2015.

#### Journal articles

Author last name, first name. "Article Title." *Journal Title* Volume.Issue (Year of publication): Pages. *Name of database*. Medium of publication. Date of access.

Fand, Roxanne J. "Margaret Atwood's The Robber Bride: The Dialogic Moral of a Nietzschean Fairy Tale." *Critique: Studies in Contemporary Fiction* 45.1 (2003): 65-81. *Literature Online*. Web. 10 Oct. 2004.

## Encyclopedia articles

Author last name, first name. "Article Title." *Title of the Encyclopedia*. Ed. Editor full name. Edition. Volume. Place of publication: Name of publisher, Year of publication. *Name of database or website*. Medium of publication. Date of access.

Waddington, Raymond B. "Iconography." *Encyclopedia of Rhetoric*. Ed. Thomas O. Sloane. Oxford University Press, 2001. *Oxford Reference*. Web. 20 July 2015.

## Newspaper articles

Author last name, first name. "Title of article." *Title of newspaper* [Location if not included in title] Day, Month, and Year, Edition if indicated: Pages in print version. *Name of database*. Medium of publication. Date of access.

Sibley, Robert. "Up the Academy: Campus Novels Highlight the Hilarity of Higher Education." *Ottawa Citizen* 25 Jan. 2004: C12. *Canadian Newsstand*. Web. 10 Oct. 2004.

## Images

Author last name, first name. *Title*. Year of work. Name of institution or individual that owns the work. *Title of database or website*. Medium of publication. Date of access.

Thomson, Tom. *The Jack Pine*. 1916-17. National Gallery of Canada. *National Gallery of Canada*. Web. 7 Dec. 2010.

## Theses

Include information about the degree granted for the thesis (MS thesis, Diss., etc.).

Author last name, first name. "Title." Degree granted. University, Year of publication. *Name of database*. Medium of publication. Date of access.

Hanton, Katherine Anne. "The politics of place: violence against women in rural eastern Ontario." MSW Thesis. Carleton University, 2010. *Dissertations and Theses*. Web. 2 Mar. 2012.

## Conference and meeting proceedings

Reference proceedings as a book, and presentations as chapters in edited books. Include the italicized name of the database or website if available, the medium of publication "Web", and date of access.

## Websites

If no publisher or sponsor is identified use the abbreviation "n.p.", no publisher. If the publication date is unavailable use the abbreviation "n.d." for no date.

Author or Editor or Compiler last name, first name. *Title of website*. Version. Publisher or sponsor or associated institution, Date of publication. Medium of publication. Date of access.

Hill-Lapensee, Ruth. *Internet Resources in English Literature*. Carleton University Department of English Language and Literature, 14 November 1996. Web. 10 Oct. 2004

## Non-periodical internet documents or reports

Author last name, first name. "Title of document." *Title of website*. Version. Publisher or sponsor or associated institution, Date of publication. Medium of publication. Date of access.

"Using MLA style." *Citing your Sources*. Carleton University Library, 2015. Web. 20 April 2105.

## Blogs

Author last name, first name or screen name. "Title of post" *Title of website*. Version. Publisher or sponsor or associated institution, Date of publication. Medium of publication. Date of access.

Conde, Maria. "NYT's Book Review to be sold separately on e-readers." *Editor's Weblog*. World Association of Newspapers and News Publishers, 9 Mar. 2010. Web. 23 April 2011.

## Lecture slides and handouts from CULearn

Author last name, first name. "File title." *Course Title*. Carleton University CULearn. Date of publication. Medium of publication. Date of access.

Marshall, Dominique. "Lecture 5 Slides." *Historical Practice*. Carleton University CULearn, 18 Oct. 2010. Web. 20 Oct. 2010.

## NEED MORE INFORMATION?

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### Citing your sources (Carleton Library site)

<http://www.library.carleton.ca/help/citing-your-sources>

The most recent copy of this guide is considered to be the PDF on the library's website.

### Research Help Desk

Location: Main (2<sup>nd</sup>) floor, MacOdrum Library  
Telephone: 613-520-2735 [www.library.carleton.ca](http://www.library.carleton.ca)

### Writing Tutorial Service

Location: RM 404, MacOdrum Library  
Telephone: 613-520-2600, ext. 1125  
<http://carleton.ca/sasc/writing-tutorial-service/>