



# Clark Magnet High School Style Guide

Modern Language Association Guidelines (MLA)  
Primary reference: Purdue Online Writing Laboratory  
(Purdue OWL)  
<http://owl.english.purdue.edu/owl/>

## MLA Guidelines for Works Cited Page (aka Bibliography)

### General Guidelines

- Label the page Works Cited (do not italicize the words Works Cited or put them in quotation marks) and center the words Works Cited at the top of the page.
- Double space all citations, but do not skip spaces between entries.
- Indent the second and subsequent lines of citations five spaces so that you create a hanging indent.

### Capitalization and Punctuation

- Capitalize each word in the titles of articles, books, etc, except articles (the, an), prepositions, or conjunctions unless it's the first word of the title or subtitle:  
*Gone with the Wind, The Art of War, There Is Nothing Left to Lose.*
- Use italics (instead of underlining) for titles of larger works (books, magazines) and quotation marks for titles of shorter works (poems, articles) ...*North of Boston* by Robert Frost contains his poem "The Pasture" ...

### Additional Basic Rules New to MLA 2009

- For every entry, you must determine the Medium of Publication. Most entries will likely be listed as Print or Web sources, but other possibilities may include Film, CD-ROM, or DVD.
- *Writers are no longer required to provide URLs for Web entries.* However, if required, include them in angle brackets after the entry and end with a period. For long URLs, break lines only at slashes.
- If you're citing an article or a publication that was originally issued in print form but that you retrieved from an online database, you should type the online database name in italics. You do not need to provide subscription information in addition to the database name.

**Books:** one author - for multiple authors or other examples, see <http://owl.english.purdue.edu/owl/>  
Lastname, Firstname. *Title of Book*. City of Publication: Publisher, Year of Publication. Medium of Publication.

Gleick, James. *Chaos: Making a New Science*. New York: Penguin, 1987. Print.

**Article in a Magazine** - for other examples, see <http://owl.english.purdue.edu/owl/>

Author(s). "Title of Article." *Title of Periodical* Day Month Year: pages. Medium of publication.

Poniewozik, James. "TV Makes a Too-Close Call." *Time* 20 Nov. 2000: 70-71. Print.

Buchman, Dana. "A Special Education." *Good Housekeeping* Mar. 2006: 143-48. Print.

**Article in a Newspaper**- for other examples, see <http://owl.english.purdue.edu/owl/>

*As magazine article, but note differences in pagination.*

Brubaker, Bill. "New Health Center Targets County's Uninsured Patients." *Washington Post* 24 May 2007: LZ01. Print.

*If a less well-known or local publication, include city name and state in brackets after newspaper title .*

Behre, Robert. "Presidential Hopefuls Get Final Crack at Core of S.C. Democrats." *Post and Courier* [Charleston, SC] 29 Apr. 2007: A11. Print.

### **Online References – general**

Common features used in references for citations and for research notes:

*(not all may be available for every online source, but as many as possible should be gathered)*

- Author and/or editor names (if available)
- Article name in quotation marks (if applicable)
- Title of the Website, project, or book in italics.
- Any version numbers available, including revisions, posting dates, volumes, or issue numbers.
- Publisher information, including the publisher name and publishing date.
- Take note of any page numbers (if available).
- Medium of publication.
- Date you accessed the material.
- URL (if required, or for your own personal reference; MLA does not require a URL).

### **Abbreviations Commonly Used with Electronic Sources**

No publisher nor sponsor name available: use *n.p.*

No publication date available: use *n.d.*

No page(s) available: use *n. pag.*

**General format for online sources** - for other examples, see <http://owl.english.purdue.edu/owl/>

Editor, author, or compiler name (if available). *Name of Site*. Version number. Name of institution/organization affiliated with the site (sponsor or publisher), date of resource creation (if available). Medium of publication. Date of access.

*The Purdue OWL Family of Sites*. The Writing Lab and OWL at Purdue and Purdue U, 2008. Web. 23 Apr. 2008.

Felluga, Dino. *Guide to Literary and Critical Theory*. Purdue U, 28 Nov. 2003. Web. 10 May 2006.

**With URL** - for other examples, see <http://owl.english.purdue.edu/owl/>

Aristotle. *Poetics*. Trans. S. H. Butcher. *The Internet Classics Archive*. Web Atomic and Massachusetts Institute of Technology, 13 Sept. 2007. Web. 4 Nov. 2008. <<http://classics.mit.edu/>>.

**A Page on a Web Site** - for other examples, see <http://owl.english.purdue.edu/owl/>

"How to Make Vegetarian Chili." *eHow*. Demand Media, Inc., n.d. Web. 24 Feb. 2009.