

Phillipsburg High School MLA Style Sheet (based on *MLA Handbook*, 8<sup>th</sup> Edition)

Instead of determining what type of source you are citing (book, journal article, web site, etc.) and then referring to a guide to see how to format a citation for such a source, the new MLA guidelines encourage you to think about and record the “core elements” of any source in a common sense order with common sense punctuation. Now instead of focusing on a list of rules specific to different types of sources, you learn a *process* of documentation that can be universally applied. Once you are familiar with this list of core elements and simplified punctuation, you can string together a citation for any source. This allows you to communicate to your reader the information needed to identify any source, even in today’s world of ever-expanding types of and mobility of texts, without having to constantly check a guide.

Here is the process to use.

List all core elements in this prescribed order with the following prescribed punctuation:

1. Author.
2. Title of source.
3. Title of container,
4. Other contributors,
5. Version,
6. Number,
7. Publisher,
8. Publication date,
9. Location.

Below is an explanation for citing those core elements.

Remember to look first at the title page and next at the copyright page (the opposite side of the title page) to find the core elements for a print source.

1. Author.

Give the author's last name followed by a comma and the rest of the name as it appears. If there are 2 authors, give both, reversing the first as just described followed by a comma, the word "and," and the second author's name as normally written (not in reverse order like the first one). If there are 3 or more authors, write the first author's name in reverse fashion followed by a comma and "et al."

(Note: sometimes the author may be a corporate author, such as an agency, institution, or organization. If so, put it as the author at the beginning of the citation. However, if the corporate author is also the publisher, skip the author, start your citation with the title of the source – no. 2 below – and list the organization as the publisher as described in no. 7 below.)

Put a period after the author.

2. Title of source.

Give the full title exactly as it appears on the source, except to capitalize as normally done, and put a colon between the title and subtitle, if there is one.

Use quotation marks for the title of source if it is part of a larger work:

- a short story
- an article in a journal, newspaper or magazine
- one page or article on a Web site
- one episode in a television series
- one song on an album

Use italics for the title of source that is a complete work in itself:

- a book
- a journal, newspaper, or magazine
- a Web site

Put a period at the end of the title of source.

3. Title of container,

If the source is one part included in a larger item, think of that larger item as the container. Put that container name in italics. Examples of containers:

- a book that is a collection of short stories, poems, etc.
- an anthology
- a journal, newspaper, or magazine with a collection of articles
- a whole Web site
- a database

Put a comma at the end of the title of container.

4. Other contributors,

Name other contributors to a source, if their participation is important to your research, preceded by an identifier that describes their contribution. Examples:

- edited by
- translated by
- illustrated by

Put a comma after the other contributor(s).

5. Version,

Here is where you would enter any version of the source. Examples:

- revised edition
- 3rd edition
- Authorized King James Version

Put a comma at the end of the version.

6. Number,

If the source is part of a numbered work, give the number. Examples:

- volume number
- issue number
- season and/or episode number

Put a comma after the number.

7. Publisher,

Cite here the organization with the primary responsibility for the source. For a book, remember to look first on the title page for the publisher, and if it is not listed there, consult the next page (the copyright page). For a Web site, find the publisher at the bottom of the Web page in the copyright line.

Put a comma after the publisher.

8. Publication date,

Sometimes sources have more than one date. If so, put the date that is most specific to your source or the version you are using. If there is more than one date for a book, use the most recent one.

Put a comma after the publication date.

9. Location.

- For a print source, give the page number preceded by “p.” or page numbers preceded by “pp.”
- For an electronic source, give the URL.
- If your source has a DOI (digital object identifier), which is often the case with database articles, give that instead of the URL.

Put a period after the location.

You’re done . . . unless the container of the source (no. 3) is held inside **another** container. Ex:

- an article appears first in a journal, magazine, or newspaper, and then is reprinted in a database
- a literary criticism, originally part of a book, is reprinted in a Gale reference book

If you are using such a source, after no. 9 (location), start with no. 3 again and give the information for the second container. Give whatever core elements are relevant for your source; you might only have a title of container (no.3) and a location (no. 9).

**Note these rule changes with the new MLA 8<sup>th</sup> edition:**

No city of publication need be given.

Give the URL for web sources unless your teacher instructs otherwise. The “carrot marks” (<>) are no longer bracketed around URLs.

No longer abbreviate identifiers such as editor, translator, etc. Write the word out.

Put “vol.” and “no.” before volume and issue numbers.

The date you accessed an online source is now considered an optional element. Your teacher may or may not want you to include it. If you do include it, put this date of access after the location (no. 9), and write it in this format:

Accessed 16 Jan. 2017.

(Note: If there is no other date for a source (no. 8), the date of access is necessary and should be included.)

No longer write “Print” or “Web” or any other form of medium of publication.

MLA is still using the day, month, year format for dates. (Example: 16 Jan. 2017).

*MLA Handbook*. 8<sup>th</sup> edition, The Modern Language Association of America, 2016.

Russell, Tony, et al. "MLA Formatting and Style Guide." *The Purdue OWL*, Purdue U Writing

Lab, 2 Aug. 2016, <https://owl.english.purdue.edu/owl/resource/747/01/>.

**Examples of frequently used sources:**

A book:

Blair, Walter, and Hamlin Hill. *America's Humor: From Poor Richard to Doonesbury*.  
Oxford UP, 1978.

An article in an anthology:

McLeod, A.L. "Sherwood Anderson." *Magill's Survey of American Literature*,  
edited by Steven G. Kellman, revised ed., vol. 1, Salem, 2007, pp. 84-89.

Previously published journal article (print Gale Literary Criticism) (big brown or red books):

Storace, Patricia. "Seeing Double." *Contemporary Literary Criticism*, edited by Jeffrey W.  
Hunter, vol. 146, Gale, 2002, pp. 58-60.

Previously published book chapter (print Gale Literary Criticism) (big brown or red books):

Erickson, Peter. "Shakespeare, Angelou, Cheney: The Administration of the Humanities in the  
Reagan-Bush Era." *Poetry Criticism*, edited by Ellen McGeagh, vol. 32, Gale, 2001,  
pp. 18-23.

One page on a Web site (with no author):

"Raoul Wallenberg." *Jewish Virtual Library*, The American-Israeli Cooperative Enterprise,  
2014, <https://www.jewishvirtuallibrary.org/jsource/Holocaust/wallenberg.html>.

Journal article from a subscription database:

Kravitz, Bennett. "Reinventing the World and Reinventing the Self in Huck Finn." *Papers on*

*Language & Literature*, vol. 40, no. 1, 2004, pp. 3-27. *Literary Reference Center*,

[http://web.ebscohost.com/lrc/detail?vid=3&sid=18ed22bf-d34a-4d68-ae76-](http://web.ebscohost.com/lrc/detail?vid=3&sid=18ed22bf-d34a-4d68-ae76-ec91f4b00850%40sessionmgr4005&hid=4114&bdata=JnNpdGU9bHJjLWxpdmU%3d#db=lfh&AN=12519986)

[ec91f4b00850%40sessionmgr4005&hid=4114&bdata=JnNpdGU9bHJjLWxpdmU%3d](http://web.ebscohost.com/lrc/detail?vid=3&sid=18ed22bf-d34a-4d68-ae76-ec91f4b00850%40sessionmgr4005&hid=4114&bdata=JnNpdGU9bHJjLWxpdmU%3d#db=lfh&AN=12519986)

[#db=lfh&AN=12519986](http://web.ebscohost.com/lrc/detail?vid=3&sid=18ed22bf-d34a-4d68-ae76-ec91f4b00850%40sessionmgr4005&hid=4114&bdata=JnNpdGU9bHJjLWxpdmU%3d#db=lfh&AN=12519986).