Citing Your Sources: MLA

MLA General Format
MLA format requires:

- Times New Roman, 12 pt. font
- Double-spaced text
- 1 inch margins on all sides
- Indented first line of each paragraph, ½ inch from the left margin, using the Tab key

Header
Your page header should appear on every page, and should include your name and the page number on the right side of the paper:

Smith 1

First Page
Do not make a title page for your paper unless specifically requested. In the upper left-hand corner of the first page, list your name, your instructor’s name, the course, and the date. Example:

Jane Q. Smith
Instructor Melissa Muczynski
English 110
1 August 2013

Double space again and center the title of your paper, then double space and begin writing.

In-Text Citations
The first step to citing your sources, in-text citations show your reader where a quote, fact, or idea originated with a short piece of information at the end of a sentence or paragraph. This will direct the reader to the Works Cited page.

In-text citations are given in parentheses, with the punctuation coming after the parentheses. The information given in-text should exactly match the first word of the citation on your Works Cited page. Generally, you will include the author’s name (either in the sentence or the parentheses) and the page number. If there is no author, use the title of the work, abbreviated if necessary. If there is no page number, leave it out.

Examples:

Bellia states that “Justices accepted that in certain factual contexts, a court’s assessment… could displace a publisher’s” (1453).

Exxon “had decided to invest close to $US 1 billion for a major expansion of this affiliate’s refinery” (Arbogast 60).
Funding is important, however, as clinical trials help to identify effective drugs (“Diffuse Large B-Cell Lymphoma”).

**Works Cited Page**

Your Works Cited page should be in the same format as the rest of your paper: Times New Roman, 12 pt. font, double-spaced. Then, write “Works Cited” at the top of the page, center-aligned. In addition, the sources should be alphabetized by the first word (usually the author’s last name).

Lastly, within each entry, every line after the first is indented (see the examples below). This is called a _hanging indent_. To create a hanging indent in Microsoft Word:

1. Select the citation(s).
2. Under the Home tab at the top of the page, look at the Paragraph section.
3. Click the Line Spacing button $\frac{1}{2}$ and select Line Spacing Options…
4. In the Indentation section, click the dropdown menu Special: and select Hanging.

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**Book or Electronic Book**

List the author, title, edition (if applicable), publishing location, publisher, format (Print or Web). If it is an electronic book, include the date on which you accessed it. Example:


**Article**

List the author, title, publication, volume & issue (if applicable), year, pages, the resource (such as a Library database), the format (usually Web), and the date on which you accessed it. Example:


**Website**

List the author (if known), title of the page, title of the site, publisher or organization, year (if known – if not, n.d. for no date), the format (Web), and the date on which you accessed it. Example:


Adapted from the Purdue Online Writing Lab (OWL). For more examples and a sample paper, visit the OWL MLA Formatting and Style guide at [owl.english.purdue.edu/owl/resource/747/1](http://owl.english.purdue.edu/owl/resource/747/1).