All information from outside sources used in a research paper must be cited. The MLA Handbook for Writers of Research Papers, 6th edition, by Joseph Gibaldi, gives instructions on how to cite many different types of resources. All examples, tips, and section numbers listed in this handout are adapted from this edition of the Handbook.

**Plagiarism**

Plagiarism is the act of using another person’s ideas, information or words and passing them off as your own. This is not only intellectual theft but can also be construed as fraud if you plagiarize with the intent of getting a better grade (Gibaldi 66). Most plagiarism in student writing is unintentional and almost always the result of inaccurate notes. To guard against this, always take careful notes that distinguish between your own thoughts and ideas, those that you have paraphrased from other sources, and those that you have directly quoted. Remember that “presenting an author’s exact wording without marking it as a quotation is plagiarism, even if you cite the source” (Gibaldi 70).

**Works Cited**

All works that are acknowledged in the paper or identified by a parenthetical reference require a listing in the works cited page. The purpose of the works cited page is to permit the reader to return to the original source.

Here is the basic format for the works cited page:

- Start your works cited page on a new sheet at the end of your paper, number the page (not the citations) consecutively, and use the same font style and size as for the rest of the paper.
- Center the title *Works Cited* one inch from the top of the page and double space between the title and the first entry. Double space the entire list. Arrange entries alphabetically. Do not number the entries.
- Begin each entry flush with the left margin. Indent the following lines five spaces.

**Parenthetical References**

A parenthetical reference briefly identifies the source in the body of the paper without repeating the information from the works cited page. See the MLA Handbook, (ch. 6; 238-260) for more details and examples than those provided below.

**Sample citation for a work with an author:**

```
```

In your paper cite the author’s name and the page number in parentheses after the text or in the text. If the author is mentioned in the text, only the page number is needed in parentheses.

```
NFL coaching responsibility is greater than in other sports (Freeman 5).
Freeman says that NFL coaching responsibility is greater than in other sports (5).
```

If you have more than one book by the same author, use the last name of the author, a comma, a shortened version of the article or book title (in quotes or underlined) and the page number.

```
NFL coaching responsibility is greater than in other sports (Freeman, *Bloody* 5).
```
Sample citation for a work with no author:

Works Cited

In the text, use the first word of the title (not including a, an, or the) and the page number. If the title is underlined, underline it in your reference or if the title is in quotes place it in quotes. Follow the example below:

In Text
The NBA is trying to develop a minor league system (“Lakers” 22).

Additional tips:

When referencing an entire work in your text, mention the author and title of the work in the text rather than in parentheses.

In Text
In Bloody Sundays, Freeman exposes football’s secrets.

When citing a direct quote used by the author of your source, use the abbreviation qtd. by in your parenthetical reference.

In Text
Bill Lyon said, “Favre is a fierce and fiery competitor” (qtd. by Freeman 117).

Tips for web documents:

- If a web document includes fixed page numbers, include them as you would for a print source. [e.g. (Smith 28)].
- If a web document has other fixed numbers, use them with the appropriate labels: line(s), par.(s) for paragraph(s), sec.(s) for sections, ch.(s) for chapters, etc. [e.g. (“Knight’s Tale”, lines 50-75); (Moulthrop, pars. 19-20); (Jones, sect. 1)].
- If there are no fixed numbers in a web document, omit them. Never cite a page or line number from a printout; these may vary depending on text size, paper size or printer.
Citing Books

Books are the most common type of source students use in their research. Book citations have three basic parts and are organized like the example below:

Author’s Name. Title of the Book. Publication information.

Some books, like encyclopedias or anthologies, may require additional information. The guidelines listed below include some additional items that may be necessary when citing a book. When preparing your citation, add the items in the order that they appear in the list below.

- Author’s name:
  - Name of the author, editor, organization, etc. (if given).
  - Use the author’s last name, a comma and then the first name.

- Title of the work:
  - If citing part of a book, the title of the chapter or section (in quotes) comes before the title of the book.
  - Title of the book (underlined) followed by a period. You may italicize the title instead of underlining.
  - Name of the editor, translator, or compiler.
  - Edition used.
  - Number(s) of the volume(s) used.
  - Name of the series if the book is part of a series.

- Publication information:
  - MLA recommends that publication information be taken directly from the book, not from a catalog record.
  - Include the city of publication followed by a colon; if the city is not well-known, place a comma after the city and add the state or country of publication. Use the two-digit postal code for states and foreign countries.
  - If the date of publication does not appear on a book’s title page, use the latest copyright date.

- Some sources may also require you to include relevant page numbers.

Author’s last name, First name. Title of Book. City of publication: Publisher, date published.

The section below this box will include specific examples of different types of book sources that may be used as well as examples of citations for interviews, video recordings and other non-print sources.

The instructions and examples for citing specific types of resources are given below. The examples are single spaced in order to save space. Remember to double-space the citations. Always verify this citation format with your instructor.

**Books (section 5.6.1)**


**E-Book from LINCC Catalog**


**Books with Two or More Authors (section 5.6.4)**


When a book has more than three authors, name only the first author, followed by a comma and then the abbreviation, \textit{et al.} (and others).


Books with an Editor as the Author (section 5.6.2)
Use the abbreviation \textit{ed.} or \textit{eds.} for editor or editors respectively.


Book in a Series (section 5.6.16)

Chapter From a Book in a Series (sections 5.6.7 & 5.6.16)

Multivolume Work (section 5.6.15)

Reprints or Excerpts in Multivolume Works (sections 5.6.8 & 5.6.15)


Work from an Anthology (section 5.6.7 & 5.6.16)


Reprints or Excerpts of Scholarly Publications (section 5.6.7)
When the title of a reprinted article and the original article are the same, cite the original source first followed by the abbreviation \textit{Rpt. in} and the new publication information for the reprint.


When the title of reprinted or excerpted material is different from the original source, cite the reprint or excerpt first. Then add \textit{Rpt. of} or \textit{Excerpt of} and follow with as much of the original source information as provided.

Other Reprints or Excerpts (section 5.6.7)
Many anthologies (like Opposing Viewpoints, At Issue, or Ideas in Conflict) will reprint articles previously published in books, magazines or a website. If the original article was not published in scholarly journal you do not have to give the original publishing information.


Government Publications (section 5.6.8, 5.6.16 & 5.6.21)
Federal and state governments publish many types of materials such as government book series, reference books, and pamphlets. Since many government publications are unsigned, if no author is given, cite the government agency that issued the publication. Cite the name of the government first; for example federal publications would cite United States and state publications would cite Florida. Follow with the agency or agencies responsible for the publication. If you are citing two or more publications by the same agency, after writing a complete citation for the first entry, use three hyphens for the agency information which is the same. For congressional publications, use accepted abbreviations as listed in the MLA Handbook. Most federal publications are published by the Government Printing Office (GPO) in Washington, DC. For other governments, use the publication information listed on the title page.


If an author, compiler or editor is given, insert the word By or the correct abbreviation (Comp. or Ed.) after the title, then give the author's name.


Some government agencies issue dated fliers or newsletters, which may or may not list a publisher. List the date of the publication after the title.


Encyclopedias and Dictionaries (section 5.6.8)
When citing familiar works that are constantly updated the publication information is not necessary. If citing works that are less familiar or that only appear in one edition give complete publication information.


Pamphlet (section 5.6.20)
**Literary or Religious Works** (section 6.4.8)

Citing passages from classic literature, plays or religious works usually requires a parenthetical reference mentioning the specific section used. In the works cited, follow normal guidelines for citing the work.

- For novels, give the page number and the chapter or section within the work so readers using other editions can find the citation [e.g. In *Pride and Prejudice*, after Elizabeth and Mr. Darcy reveal their real feelings for one another, Elizabeth cannot bear to have her own words repeated to her (Austen 452; ch.58)].
- In plays, omit the page numbers and cite the act, scene and line numbers with periods separating each. Use Arabic numerals unless the instructor tells you otherwise. The citation in the example refers to act 5, scene 3, lines 85-86 of Romeo and Juliet [e.g. To Romeo, Juliet is beautiful even in death. When he finds her, he says, "...her beauty makes this vault a feasting presence full of light" (Romeo and Juliet 5.3.85-86)].
- For biblical passages, cite the abbreviated title of the book, the chapter and the verse separated by periods [e.g. After the three kings found the baby Jesus, they presented him with gifts (Matt.1.9-11)].
- For acceptable abbreviations of literary and religious works see section 7.7 of the *MLA Handbook*.

**Film or Video Recordings** (section 5.8.3)

To cite a film seen in the cinema or an original broadcast, begin with the title and include the director, the distributor and the year of release. You may include other pertinent information – such as the names of the writer, performers, and producer – between the title and distributor. This is especially helpful whenever several versions of the film have been made.

_Casablanca_. Dir. Michael Curtiz. MGM, 1942.


When your paper focuses on the contribution of an individual (e.g. an actor, director, etc.), begin with that person’s name followed by the appropriate abbreviation (dir. for director; perf. for performer; prod. for producer; adapt. for writer, etc.).


To cite a videocassette, DVD, laser disc, slide program or filmstrip, include the original release date and the medium before the name of the distributor.


**Interview** (section 5.8.7)

To cite a television or radio interview, include the name of the person being interviewed, the name of the interviewer if known, and the name of the program (underlined) the interview appeared on. Also include the name of the network, the station that broadcast the interview, the city where it is located, and the date of the interview. For interviews conducted by the researcher, use the name of the person interviewed, the type of interview conducted (personal interview, telephone interview, etc.), and the date the interview was conducted.


Mojock, Charles. Telephone Interview. 29 May 2003.
Citing Articles from Newspapers, Magazines and Journals

Magazines and journals are used often for research papers because they provide current information and informative research about a wide variety of topics. Newspapers, magazines and journals are often lumped into a large category of publications called “periodicals” because they are published at regular intervals throughout the year. Periodical citations, like their book counterparts, have three basic parts and are organized like the example below:

Author’s name. “Title of the article.” Publication information.

Add the information below to your citations in the order that it appears on the list.

- Author’s name (if known -- follow book guidelines)
- Title of the article:
  - Enclose the title of the article in quote marks. Place the period inside the quote marks.
- Publication information:
  - MLA recommends that publication information be taken directly from the periodical.
  - Title of the periodical (underlined or italicized).
  - The volume number (if necessary) followed by a comma, the date of publication (in parentheses), a colon, the page numbers, and a period.
  - When citing the date of the periodical, the name of the month should be abbreviated for all months except May, June and July.

Author’s last name, First name. “Title of the Article.” Title of Periodical Day month year: page number(s).

Follow the examples below for different types of periodicals.

**Newspapers** (sections 5.7.5, 5.7.9, 5.7.10 & 5.7.11)
Omit the initial article (a, an, the) from the title of a newspaper. If the city is not included in the title of the newspaper, include it brackets after the newspaper’s title. If using a newspaper that names the edition on the front page, add a comma after the date and specify the edition. If there is no edition, simply follow the date with a colon and the page number.


When citing editorials, add the descriptive label **Editorial** (not underlined or in quotes) after the title of the editorial.


When citing a letter to the editor, add the descriptive label **Letter** (not underlined or in quotes) after the name of the letter’s author. To identify a published response to a letter add **Reply to the letter of […]**, (not underlined or in quotes) after the author’s name.


Magazines (sections 5.7.6 & 5.7.9)


For magazine articles with no author, start the citation with the title of the article in quotes.


Journals (sections 5.7.1 & 5.7.2)

When citing a journal that begins each issue with page one, you must include the issue number to identify the source. Add a period and the issue number directly after the volume number. In the example below 24.3 signifies volume 24, issue 3.


The following example is for a journal where only the first issue of the year begins with page one, and the same numbering sequence continues through the whole year’s issues. Note that the number 61 which appears after the title is the volume number.


Reviews (section 5.7.7)

When citing a review, give the reviewer’s name and the title of the review (if there is one); then write Rev. of (neither underlined nor enclosed in quotes) followed by the title of the work reviewed, a comma, the word by, and the name of the author. When citing a movie review, omit the word by after the title and replace with the director instead.

Book Review


Movie Review


For movie reviews from the internet, see page 11.
Full-Text Resources from Online Subscription Databases (section 5.9.7)

The previous section illustrates how to cite articles from periodicals. In many cases, online versions of these articles are available through subscription databases.

The citations for the online subscription database versions of print resources follow the same patterns as those for the print version except that they add information about the online source.


Follow the steps below to cite resources from subscription databases.

Step 1: Cite the original print source using the guidelines on pages 1-7. If only the starting page number of an article’s original print version is given, give the number, followed by a hyphen, a space and a period. [e.g. 32-]. If there are no page numbers given write n. pag. Omit any publication information that is not available.

Step 2: Add the information about the online version in the order listed below.

- Information about online version
  - **Title of the database (underlined):** The title of the database should be easy to find. It should be listed on your database printout, on the library’s databases page or in the database itself.
  - **Name of the subscription service:** To find the name of the subscription service, consult the list below, the library’s databases page or the database itself.

| America’s Newspapers - Newbank, Inc | InfoTrac Professional Ed. - Gale |
| Academic Search Premier - EBSCOhost | Issues & Controversies - Facts on File |
| Art Full Text - Wilson Web | JSTOR - JSTOR |
| Biological & Agricultural Index Plus - Wilson Web | Legal Periodicals Full Text - Wilson Web |
| Book Index with Reviews - EBSCOhost | Literary Reference Center - EBSCOhost |
| Business Source Premier - EBSCOhost | Literature Resource Center - Gale |
| Clinical Pharmacology - EBSCOhost | Magill’s Literature Plus - EBSCOhost |
| CINAHL Plus with Full Text - EBSCOhost | Military & Government Collection - EBSCOhost |
| Criminal Justice Periodical Index - Proquest | NetLibrary - OCLC NetLibrary |
| CQ Researcher - CQ Library | New York Times Historical - Proquest |
| Custom Newspapers - Gale | NewsBank Retrospective - Newsbank, Inc. |
| Encyclopaedia Britannica - Encyclopaedia Britannica, Inc. | Omnifile Full Text Mega - Wilson Web |
| Expanded Academic ASAP - Gale | Opposing Viewpoints Resource Center - Gale |
| FactSearch - OCLC FirstSearch | Oxford English Dictionary Online - Oxford University Press |
| General BusinessFile ASAP - Gale | Oxford Reference Online - Oxford University Press |
| General Reference Center Gold - Gale | Physician’s Desk Reference (PDR) - Micromedex |
| General Science Full Text - Wilson Web | PsycArticles - EBSCOhost |
| Grove Music Online - Oxford University Press | SIRS Researcher - Proquest |
| Health Source Nursing Academic Ed. - EBSCOhost | Teacher Reference Center - EBSCOhost |
| Health Source Nursing Consumer Ed. - EBSCOhost | Ulrich’s Periodical Directory - CSA |
| Health & Wellness Resource Center - Gale | Virtual Reference Library - Gale |
| History Reference Center - EBSCOhost | Wall Street Journal - Proquest |
| Hoover’s Online Premium - Hoover’s, Inc. | Washington Post - Proquest |
| InfoTrac OneFile - Gale | World Almanac - OCLC FirstSearch |
| InfoTrac Professional Ed. - Gale | xreferplus - xrefer |

- **Access Information:**
  - Include the name, city and state of the library (usually Lake-Sumter Community Coll. Lib., Leesburg, FL).
  - Date of access.
  - Electronic address <URL> for the subscription access page, in angle brackets. Do not use the URL of
your search results because it is **not** a stable web address.
The final citation should look like this:

Author or editor’s name (if given).  “Title of article.” Title of publication day month year: page number(s)if provided. Title of Database. Name of Subscription Service. Name, city and state of subscribing library. Date of access <URL>.

The examples below are listed alphabetically by the various subscription services. Notes next to the examples refer you to other pages in this handout that may be of use. Replace the title of the database where appropriate.

CQ Library – CQ Researcher


CSA – Ulrich’s Periodicals Directory


EBSCOhost – Academic Search Premier


EBSCOhost – Book Index with Reviews


EBSCOhost – Literary Reference Center


Encyclopædia Britannica, Inc. – Encyclopædia Britannica Online


Facts on File – Issues and Controversies


Gale – InfoTrac OneFile


Gale – Literature Resource Center


Gale – Opposing Viewpoints Resource Center

Gale – Virtual Reference Library

Hoover's, Inc – Hoover's Online Premium (no original print version)

JSTOR – JSTOR

Micromedex – Physician’s Desk Reference

NewsBank, Inc. – Newsbank Academic Library Collection

OCLC FirstSearch -- FactSearch

OCLC NetLibrary -- netLibrary

OCLC FirstSearch -- World Almanac
Oxford University Press – Grove Art Online or Grove Music Online


Oxford University Press – Oxford English Dictionary Online


Oxford University Press – Oxford Reference Online: Premium Collection


ProQuest -- Criminal Justice Periodicals Index


Wiley Interscience – The Cochrane Library


Wilson Web -- Legal Periodicals Full Text


xrefer -- xreferplus


Articles from Subscription Databases at Other Libraries

Subscription databases are available at all libraries but not all subscriptions to the same database are the same. For example, if you use Academic Search Premiere at another library the content that they pay for may be different from the content LSCC pays for. If you find an article from a database at another library make sure to change the access information to reflect where you retrieved the source. Remember to always use the URL for the access page rather than the URL given for the database. The example below is for a database provided by the Lake County Library System.

Internet Resources (section 5.9.1)

The vastness of the Internet makes it impossible to provide examples of everything you are likely to find. For this reason, we provide basic guidelines and examples of the most commonly used sources. These include: scholarly projects, reference databases, the texts of books, articles in periodicals, and professional and personal sites.

The citation for web resources can have as many as five divisions organized as in the example below.


The list below outlines the five divisions and details the information that may be included in each. The information included in your citation will vary depending on the type of website; omit any items that are not available on your site. Use the information in your citation in the order that it appears in this list.

- Author’s name:
  - Name of the author, editor, etc. (if given)
- Title of the document:
  - Title of the article, poem, short story, or document within a site (in quotes).
  - Title of a posting to a discussion list or forum in quotes (use the subject line) followed by the description Online posting.
  - Title of a book, underlined.
  - Title of a journal, underlined.
- Information about print version of a publication:
  - Name of editor, compiler, or translator of the text (if relevant and not cited earlier), with an appropriate abbreviation, such as Ed.
  - Publication information for any print version (e.g., volume and issue number, date, publisher, etc.).
- Information about electronic publication:
  - Title of the website, scholarly project, database, or online periodical (underlined), or, for a professional or personal site with no title, a description such as Home Page.
  - Name of the editor of the site (if given).
  - Version number of the source (if not part of the title) or, for an online journal, the volume and/or issue numbers or other identifying number.
  - Date of electronic publication, latest update, or posting date.
  - For a posting to a discussion list or forum, the name of the list or forum.
  - The number range or total number of pages or other enumeration such as fixed paragraph, line or section numbers if they are numbered in the electronic version.
  - Name of any sponsoring institution or organization (if not cited earlier).
- Access information:
  - Date when the researcher accessed the source.
  - Electronic address, or URL, of the source (in angle brackets).
    - If the URL is too long and complicated, the site’s search page may be sufficient.
    - A subscription service’s keyword may be used in place of the URL (e.g. AOL Keyword: animals).
    - If the url is very long, add Path and the sequence of links followed.

Documents within a Website (section 5.9.1)

Many of the web pages you use in your research will be parts of larger websites. These sites are usually affiliated with larger entities such as scholarly, professional, charitable or advocacy organizations or government agencies.


In some cases the webpage may be a part of an online project that is sponsored by an organization, government agency or association. List the sponsoring organization after the name of the website.


For a document from a personal home page, add Home page after the title of the document and the last document update date (if any).


Websites That Do Not Assign a Specific URL to Each Page (section 5.9.1)
If a website does not assign a specific URL to each page, cite the home page, follow the URL with the word Path and a colon, and then specify the sequence of links. Separate each link with semicolons.


Online Book (section 5.9.3)

Online Government Document (section 5.9.3)
Government sites often post versions of their print publications online. If this is the case, follow the guidelines for citing print government documents on page 4, and add the information about the electronic version.


Article from an Online Journal (section 5.9.4a)

Article from an Online Magazine (section 5.9.4c)

Article from a Newspaper or Newswire (section 5.9.4b)

Article from a Reference Database

Online Movie Review (sections 5.7.7 & 5.9.4)
**Entire Website** (section 5.9.2)
When citing the entire website, start with the information about the electronic publication


For a personal site with no title, add *Home page* after the author.


**Course Home Page** (section 5.9.2a)

**Academic Department Home Page** (section 5.9.2b)

**Posting to a Discussion List** (section 5.9.9l)