

## Using Modern Language Association (MLA) Format

MLA is the format used at Olympia High School to cite the references used when researching a paper. You must give credit to the resources you used to gather your information.

### Formatting Your Works Cited List

- Begin your works cited list on a separate page from the text of the essay.
- Center the words Works Cited at the top of the page. Do not underline the words Works Cited or put them in quotation marks.
- Double space all entries and do not skip spaces between entries.

### Basic Rules for Citations

- Author's names are inverted (last name, first name).
- If no author is given for a particular work, alphabetize by the title of the piece.
- Capitalize each word in the title, unless it is a short word such as a, an, or the.
- Underline OR italicize titles of books, magazines, or newspapers. Whichever you choose, be consistent throughout your bibliography.
- If your citation is longer than one line, indent the next lines one inch. This is called a "hanging indent."

### Examples:

#### Books

Author(s). Title of Book. Place of Publication: Publisher, Year of Publication.

#### Book with one author:

Henley, Patricia. The Hummingbird House. Denver: MacMurray, 1999.

#### Book with more than one author:

(If a work has more than one author, invert only the first author's name, follow it with a comma, then continue listing the rest of the authors without inverting the names.)

Gillespie, Paula, and Neal Lerner. The Allyn and Bacon Guide to Peer Tutoring.

Boston: Allyn, 2000.

#### Two books by the same author:

(After the first listing of the author's name, use three hyphens and a period for the author's name. List books alphabetically.)

Palmer, William J. Bees and Other Insects. New York: Harper & Row, 1997.

---. Lives Inside the Hives. New York: Random House, 2001.

**Books with no author named:**

An Anthology of Poetry by Students of the Northwest. Spokane: Hyperstudio, 2003.

**Magazine:**

Author. "Title of article." Magazine. Date: page numbers.

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

**Encyclopedia:**

Author (if given). "Title of Entry." Encyclopedia, Year of Publication ed.

Rosenthal, Edith. "Thailand." World Book, 2002 ed.

**An article on a web site:**

Author(s). "Article Title." Name of web site. Date of posting/revision. Name of organization affiliated with site. Date of access <electronic address>

Poland, Dave. "Using Modern Language Association (MLA) Format." Purdue Online Writing Lab. 2003. Purdue University. Retrieved 6 Feb. 2003.

<<http://owl.english.purdue.edu>>

**Once you have all of your citations, you must alphabetize your entries by the first word in the entry, which will usually be the author. Remember to double space your entire citation page.**

For help, go to:

[http://www.landmark-project.com/citation\\_machine/cm.php?ctype\\_get=11](http://www.landmark-project.com/citation_machine/cm.php?ctype_get=11)

[http://owl.english.purdue.edu/handouts/research/r\\_mla.html](http://owl.english.purdue.edu/handouts/research/r_mla.html)

## Works Cited

- An Anthology of Poetry by Students of the Northwest. Spokane: Hyperstudio, 2003.
- Gillespie, Paula, and Neal Lerner. The Allyn and Bacon Guide to Peer Tutoring. Boston: Allyn, 2000.
- Henley, Patricia. The Hummingbird House. Denver: MacMurray, 1999.
- Palmer, William J. Bees and Other Insects. New York: Harper & Row, 1997.
- . Lives Inside the Hives. New York: Random House, 2001.
- Poland, Dave. "Using Modern Language Association (MLA Format)." Purdue Online Writing Lab. 2003. Purdue University. Retrieved 6 Feb. 2003.  
<<http://owl.english.purdue.edu>>
- Rosenthal, Edith. "Thailand." World Book, 2002 ed.